

**VENTURA COLLEGE**  
**Student Learning Outcome Committee**  
**Tuesday, October 13, 2015**  
**3:00pm-4:30pm**  
**MCW-312**

**Present:** David Reed, Pamela Yeagley, Philip Clinton, Brent Wilson, Alex Kolesnik, Andrea Horigan, Erica Ruiz, Vandana S., Gavaskar, Corey Wendt, Jenchi Wu, Bill Hart, Claudia Peter, Phillip Briggs, Nathan Cole, Alma Rodriguez, Debbie Newcomb, Corinna McKoy

**Recorder:** Felicia Torres

**Minutes:**

Agenda Item	Summary of Discussion	Action (If Required)	Assigned to:
A. Call to Order			
	Meeting began @ 3:04 pm		
B. Public Comments			
	No public comments  Reviewed minutes: Corrections to be made to member name and day of the week for next meeting.		
C. Announcements/Information Items			
1. SLO division updates from/to committee members	Reports given:  Alex Kolesnik PSLOs are being worked on in the Math Dept.; Talked to Olivia Long about Curriucnet, to see if she could find a special spot to enter ISLOs; a member commented that they should show up in CORs.  A discussion regarding SLOs proceeded; A question that was asked about CORs that were recently updated and adding SLOs. Debbie answered that if the COR was updated recently, fixing it should be really easy- Mike Bowen offered to enter the SLOs for those courses into Curriucnet.		

	<p>A suggestion was to find someone in each department to go through CurricuNet and check the CORs to see if they were updated recently; then email Mike so he can update the SLOs.</p> <p>A comment was made that VC has created one SLO for all V90 courses so if the department doesn't want to create an SLO for those courses, the universal one will be used. V90 courses are not entered in TracDat and SLOs assessments will be tracked with the students' V90 paperwork.</p> <p>It was reported from Curriculum Committee that if you don't submit SLOs to be added to your CORs for all courses, the courses will be deleted from the catalog.</p> <p>Corey Wendt –Counseling is doing really well and making progress with CSUOs for their new and revised courses.</p>		
2. Quality Assurance rubric for review	Distributed SLO Committee 2014-2015 Goal #2 Rubric. It was mention that this committee started discussing this rubric last spring; committee asked to look it over		
<b>D. Old Business</b>			
1. Newsletter workgroup – Brent Wilson	Update from Brent; Focused on ISLOs; two dates in December (early) not sure exact dates; usually 2nd Friday of December; maybe on the 4th from 9-11am & Monday, not booked; looked at other websites; feedback was good; he asked the committee to take a look at it and would like as much feedback as possible keeping in mind that it's a very rough draft; Andrea's idea was to put that on SLO webpage and put agenda and flyers on site as well; Andrea Horigan mentioned a workshop to be held on 13 <sup>th</sup> and had extra copies to share if someone was interested; email Debbie if you want electronic copy.		
2. ISLO #5 Workgroup – Brent Wilson	Update from Bill: Workgroup put in some good creative work and moving forward.		Bill Hart

Report from Corey:

From handout, ISLO#5 put in some ideas for measurements; went over the handout; discussion followed and some ideas were brought forward, such as, looking at students that are voting/civil responsibility; it was mentioned that the best place to get data would be from county records; another suggestion was that students could maybe bring a document back that would prove they participated; another member mentioned that ER was doing mid semester survey and could be discussed later.

Pamela presented a website on Tufts; she noted that it is a reputable website; and asked if the group thinks it's a good place to track SLO 5 but knows nothing else besides that it exists; she noted that it is not anything that she has used, but other campuses have used it and wanted to bring it to the committee's attention; a question was asked about the ethical responsibilities from student perspective but not sure of how to measure that, but a suggestion was raised to look online and find another schools that assesses it.

ISLO#5 rubric was shared with the committee to use as examples; discussion regarding different ideas for measuring student civic and ethic responsibilities followed; linking this to students in courses as opposed to services was discussed; question of whether we can use it for two different perspectives was also discussed.

A member stated that the number of VC students who need to develop complete education plans is pretty high; a good goal is to have 60% or more of them to have a comprehensive plan completed; have standards for meeting this for the college so maybe the benchmark needs to be 70% for VC.

The last component of the handout was discussed;

	<p>different ideas were brought up and one was for students to set goals for themselves and track their personal goals; then a discussion of different ways to track followed; someone then asked, "How will we be able to use that in TracDat?"; someone said that they think the rubric was great and a good start; it was suggested that they tweak the boxes in the rubric and bring it back to the next meeting; Debbie thanked the two of them for their amazing work with a "Job Well Done". It was then mentioned that the problem is to come up with a method of capturing the info from the audience and who would be charged with entering the information.</p>		
3. ISUO Manual – Nathan Cole & Erika	<p>Report: Nathan said that they have met and looked at goals; they have everything they need to start and said that everything pretty much already exists; they just need to put it together and have it ready to present for the next meeting; they will be formatting and putting it together to make sense; not that big of a deal; most of the information was already there.</p>		Erika
4. Report of 10/2/15 workshop – Andrea Horigan	<p>Update from Andrea: Recent workshop had a 600% increase of attendees, 12 - 15 people showed up for the workshop; she said that she feels they are making great progress; more and more people are taking responsibility; it was great; looking at the date, they noticed that a lot of initiatives had been completed; hopefully they will see some quality program reviews; having directions helped and some attendees found they were able to close the loop on previous initiatives.</p>		
E. New Business			
1. Schedule TracDat training for committee members for Quality Review	<p>Looking to give out some awards; all committee members should know or learn how to use TracDat; a couple of members have not used it; a few others are uncomfortable using it; and running reports was a comment of difficulty. Debbie was thinking of setting up a training to go over data entry and running reports; hoping this committee membership can help</p>	<p>Plan a November meeting in one of the computer labs; no objections</p>	

2. SUO Workshops/dates	Want to have their own forum; they have some trainings during their flex days before spring semester start; would like to have two different times to have a workshop in order to allow those departments that have minimal amount of coverage can attend if they chose to; it was mentioned that Fridays are the most ideal days; and idea to call it SLO 101 was mentioned; a comment that some folks are just used to putting stuff into TraDat; idea is to meet with Karen and get some ideas of what topics will be covered; some feedback and ideas of topics to discuss for training on TracDat were shared; would like to offer two separate sessions to help get all service departments to attend; suggestion to schedule it soon and prior to registration would be appreciated.		
Approval of minutes	Motion to approve minutes - Andrea Seconded - Claudia 1 Abstention, Corey  Motion passed.		
F. Action Items			
1. Approval of 2015/16 goals	Motion to approve 2015/16 goals – Alex Seconded - Bill H No abstentions  Motion passed.		
G. Adjournment			
	Debbie thanked everyone for all of their hard work and was amazed at all of the work that was completed.  4:02 pm		
Next Meeting	Tuesday, November 10, 2015 3-4:30 pm (MCW-312)		