

VENTURA COLLEGE
Student Learning Outcome Advisory
Tuesday, January 10, 2017
3:00pm-4:30pm
MCW-312

Present: Debbie Newcomb, Alex Kolesnik, Phillip Briggs, Philip Clinton, Lynn Wright, Deanna Hall, Bill Hart, Jack Bennett, Tatiana Juarez (ASVC), Nathan Cole, Maureen Eliot

Recorder: Felicia Torres

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Assigned to:
A. Call to Order			
	<p>Meeting began @ 3:04 pm</p> <p>Andrea will not attend today's meeting. Some changes were made to agenda.</p> <p>Debbie began the meeting by reminding the group of the need to get the timeline "tweaked" as much as possible and approved by March. She would like to present it to CPC and other groups during March meetings.</p> <p>There was an issue with the TracDat server, but all she needed to do was reboot and that seemed to correct the problem.</p>		
B. Old Business			
<p>a. Year of Reflection plan review</p> <p style="padding-left: 20px;">i. Title for plan</p> <p style="padding-left: 20px;">ii. Timeline review/approval</p>	<p>i. Debbie asked for suggestions for giving the "Year of Reflection" a catchy name.</p> <p>Lynn-made a suggestion to incorporate "reflect and reset" in the title. Debbie went through all of the suggestions and ideas that were submitted. They have been incorporated into the plan. Now is the time for brainstorming on the title. She gave time during this meeting to get this done. She said that there seems to be a disconnection with VC analyzing and closing equity gaps.</p> <p>A short discussion regarding the six success factors and SLOs continued. Ideas for new ways of looking at SLOs and ISLOs floated around the discussion.</p>		

Some questions raised: What does an equity SLO look like?
How can we look at equity gaps for program achievements?
How can we add an extra question to the CCCSE survey when the department is “closing the loop”?

Debbie announced the upcoming TracDat conference taking place in June, in Pittsburg.

Another idea was that it would be good to have SLOs on 3 year or 6 year cycle so that it aligns with the other cycles for the college. A 6 year plan would be a great idea, because the last year gives the option to revise and or reset. Deciding on a catchy name could help sell the idea to the other groups. The title that the group decided to move forward with is: “Closing the Loop: Review, Reflect, Reset”.

- ii. Debbie explained the process and where she is with working with the curriculum reviewers on the timeline. She would like to get on both agendas (CPC and Curriculum Committee) and let them know about the SLO review timeline and get the name formally approved. She would also like to go to CPC first, then invite the VPs and President to the meeting to our April meeting.

Debbie facilitated the next discussion displaying the timeline on white board. She reviewed and clarified the timeline events for the spring semester. There is a lot to look at this year. She said that each person on this committee will divide and conquer, and that will help facilitate the completion of the SLO review. A request to have SLO review packets ready to go for department chairs was one suggestion, so that department chairs have to only make changes once and move on. Debbie made note of the suggestion.

How to better document discussion of findings, will be part of this group’s purpose.

Debbie explained some simple tools for how “closing the loop” could work.

1. Course Planning

	<ul style="list-style-type: none"> a. SLOs b. Tool & Target c. Cycle <p>2. Finding</p> <ul style="list-style-type: none"> a. Data b. Rubric <p>Phil recommended that the SLO plan could have two or three outcomes. Three outcomes were selected:</p> <ul style="list-style-type: none"> o REVIEW & REFLECT CURRENT SLOs, ASSESSMENT TOOLS, TARGETS & RUBRICS o CLOSE THE LOOP: RE-WRITE & ADJUST AS NEEDED o RESET: DEVELOP A PLAN FOR THE NEXT 6-YEAR CYCLE 		
<p>b. Workgroup reports</p> <ul style="list-style-type: none"> i. ISLO-4 Forum (Feb. 14, 2017) ii. Newsletter 	<p>i. We are all participating in the forum. Debbie and Andrea are doing the paperwork. Chief is on paternity leave and will do flyer. Jack will do refreshments. Jenchi and Maureen will handle the food. Expecting about 30 people. Felicia to take minutes at the forum.</p> <p>ii. Brent not present; no report on newsletter</p>		
C. Action Items			
1. Approval of Minutes (November 14, 2016)	Approval of Minutes – 11-14-16* with corrections		
D. Meeting Takeaways			
	<ul style="list-style-type: none"> 1. Develop and solidify the “Closing the Loop: Review, Reflect and Reset” plan 2. Created outcomes of the plan 3. Finalize ISLO forum 		
E. Adjournment			
	<p>Meeting adjourned @ 4:11 pm</p> <p>Next meeting February, 14, 2017 – ISLO #4 Forum on Information Literacy</p>		