**VENTURA COLLEGE**

**Student Learning Outcomes Oversight Committee**

**April 8th, 2014**

**Present:**  Kathy Scott, Debbie Newcomb, Andrea Horigan, Sandy Hajas, William Hart, Chelsea Guillermo-Wann, Katherine Koch, Corey Wendt, Jack Bennett, Jenchi Wu, Amanda Martin, Claudia Peter

**Absent:**

**Convened:** 3:00pm - 4:30pm **Recorder:** Rachel Marchioni

| **Agenda Item** | **Summary of Discussion** | **Action Due & by Whom** |
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| **Comments/Announcements** |  |  |
| 1. Public Comments | Members of the committee express gratitude for the food at the meeting |  |
| 2. General Announcements |  |  |
| a. SLO division updates from committee members | a. Newcomb says we started out the year having each of the committee members give updates from departments. But there were no updates from committee members this meeting. |  |
| b. Spring 2014 SLO due dates reminder  | b. Newcomb shares that the dates for “Bring Your Data Days” are Monday, May 5th 3pm-430p, Friday, May 16th 9am-10:30am, Monday, May 19th 1pm-2:30pm in MCE-340.* + - Formative (mid semester) assessments due April 30th
		- Summative (end of semester) due May 20th
 |  |
| c. Data Collection Tool for Department Chairs | c. Newcomb shares this will take place in Fall 2014. Department Chairs will be given different parts of the questionnaire at certain points in the semester. Chelsea will be working with the Department Chairs in the Fall. Distance Education questions still need to be added to the questionnaire. Horigan will be working on this since she is a part of the Distance Education Committee. There is an issue with meeting the accreditation standards of Distance Education. Currently there is no difference in assessing Distance Education courses. Scott stresses that it is important we know how students are learning in these distance education courses. |  |
| d. SLO Faculty Survey | d. The SLO Faculty and Committee survey will be sent out by the President before the semester ends. |  |
| e. Committee Annual Self-Evaluation | e. The SLO Faculty and Committee survey will be sent out by the President before the semester ends. We ask that you encourage your departments to respond to the survey. |  |
| **Discussion Items** |  |  |
| 1. Report on ISLO Forum March 17, 2014^\* | 1. Newcomb shares the results of the ISLO Communication Forum Survey which were all very positive and we had a good attendance of 61 people. Our EVP gave kudos about the ISLO Communication Forum at the last Department Chair meeting. |  |
| 2. ISLOs and GE SLOs | 2. An email was received from our GE subcommittee asking about the ACCJC standards. They needed clarity if GE are separate from ISLOs. They were looking at the new wordage that hasn’t been approved by ACCJC. So we will have to wait until the wordage has been approved to respond. Currently Oxnard and Moorpark have the two separate. |  |
| 3. Reports from ISLO #5 Rubric Subcommittee | 3. Newcomb shares that Gardner wanted to be more active in the committee this semester but unfortunately his schedule conflicted. Gardner needs additional people to assist on the ISLO #5 Rubric subcommittee. Please talk to your departments for recruits. |  |
| 4. Report on TracDat Review | 4. The SLO Facilitators Newcomb and Horigan have taken the time to go through TracDat over spring break. There has been improvement but with still only 40-50% of the departments fixed. A final letter has been drafted to the deans of those departments to address the lack in initiative. Scott will bring the letters to the next Dean’s Meeting (put action item). |  |
| 5. Accreditation – Committee Self-Evaluation ^\* | 5. At our previously meeting we did not finish going through the ACCJC Standards Self-Evaluation. IIA3a – 0IIA3b – 2IIA3c – 1IIA6 – 1+IIA6a – 1IIB – 2IIB1 – 1IIB4 – 1IIC2 – 2IIIA1c – 1 |  |
| **Action Items** |  |  |
| 1. 1. Approval of Minutes (March 11, 2014)^\* | Motion to approve: Sandy Hajas Second motion: Peter Sezzi |  |
| 2. SLO Website and Awards\* | Hajas found that Mount San Antonio College gives SLO awards in three categories (Outstanding Curriculum Efforts ($2,000 awarded to department), Outstanding Basic Skills Efforts ($2,000 awarded to department), and Personal Innovation ($1,000 to an individual through the Foundation). During their 2013 school year the winners for Outstanding Basic Skills Efforts was the Library and Learning Resources Division, for Outstanding Curriculum Efforts was the Learning Assistance STDY Discipline Committee, and for Personal Innovation a music instructor. We would like to inquire with our foundation if we could implement such recognition at our institution. Awards don’t need to be quite that dollar amount and could be award during Flex week.  |  |
| **Handouts** | **\* = Hard Copy Handout****^ = Electronic Handout** |  |
| * Agenda\*^
* Report on ISLO Forum March 17, 2014^\*
* Accreditation –Committee Self-Evaluation^\*
* Minutes from March 11, 2014^\*
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| **Next Meeting** | **September 9, 2014** |  |

**Charge**: The Student Learning Outcome Community will be responsible for monitoring the progress and evaluating the quality of Student Learning Outcomes on campus. The committee will create an annual report of the SLO progress.