



Create a campus culture where outcomes are understood and valued and where assessment functions as a resource leading to improved instruction, curricula, programs, and/or services. (2016)

4-2460 • 1st and 3rd Tuesdays • 2:45-4:15pm

MINUTES (September 19, 2017)

Attendance:

X	Fawaz Al-Malood Associate Dean, Business	X	Mark Lowentrout, Co-Chair Associate Dean, Arts	X	Doug Mullane Professor, English, Literature and Journalism
X	Christina Cammayo Professor, Nutrition and Food	X	Parisa Mahjoor Professor, Chemistry	X	Jim Ocampo Director, Assessment and Matriculation
X	Mary Ann Gomez-Angel Professor, Adult Basic Education		Clark Maloney Professor, Kinesiology	X	Lori Walker Professor, Learning Assistance
X	Jason Hayward Professor, Counseling	X	Karen Marston Professor, Music	X	Emily Woolery, Co-Chair Professor, Library
X	Jonathan Hymer Professor, Electronics and Computer Technology	X	Annel Medina Tagarao Educational Research Assessment Analyst		Vacant Student, Associated Students
		X	Dana Miho Director, Academic Senate Professor, English as a Second Language		

Guests: Jacinta Jocson, Alice Tokunaga

Approval of Minutes: Minutes from the meeting held on September 5, 2017 were approved.

Old Business

- Outcomes Plan – three year review
 - Members agreed to table this item until we complete work on committee goals and reviewed the ACCJC Letter and Visiting Team Report.
- Annual Review of College Committees and Committee Goals
 - Members reviewed and agreed with the committee's Purpose and Function Statement and Committee Goals. Committee goals include:
 - *GOAL # 1: Committee website up-to-date*
 - *GOAL # 2: Professional development opportunities offered*
 - *GOAL # 3: Improvements and progress of departments, divisions, and teams publicized*
 - *GOAL # 4: Improvements of campus wide process recommended to Academic Senate*
 - *GOAL # 5: Use of mapping process facilitated*
 - *GOAL # 6: Process of outcomes assessment monitored, facilitated, and evaluated*

- Action: Emily will forward the documents to the Curriculum and Instruction Council and the President's Office.
 - Action: Committee members will work on action plans for each goal in future meetings.
- Outcomes Assessment: Four-Year and Qualitative Reviews
 - This project is still in process.
- 2017 ACCJC Letter and Visiting Team Report
 - Committee members discussed the recommendation related to student learning outcomes (SLOs):

"1. In order to improve and fulfill the intent of the Standard, the team recommends that students receive syllabi in all class sections, which include learning outcomes for the course rather than a link to a website that contains the SLO statements. (II.A.3)"

http://www.mtsac.edu/accreditation/college_accreditation/2017/visitingteam/ACCJCMtSAC_EEVTeamReport_04_28_2017.pdf
 - Some Committee members expressed the following thoughts about the recommendation:
 - visiting team report refers to "Find Your SLO" link not working well or at all; however, their recommendation calls for adding SLOs to syllabi
 - students or administration could use SLOs to evaluate them, which is against contract
 - syllabi are already too long; students do not read them
 - SLOs should be dynamic and evolving, rather than forcing a "teach to the test" practice
 - our practice meets Title 5 requirements
 - Action: Emily will speak with Martin Ramey, Academic Senate President, about what the Committee's role is in responding to this recommendation.
- Outcomes Assessment and College Website
 - Committee members looked at a SLO snippet to be added to department webpages. This snippet is finalized, but a quality audit is being performed.
 - Question: What SLOs does the snippet make visible – active, inactive, or archived?
- Assessment of Program Level Outcomes
 - Committee members discussed the feasibility of actively assessing program level outcomes (PLOs). We will continue discussion on this agenda item.

New Business

- SLO Statements – observations from web experts (J.Jocson, A.Tokunaga)
 - In their recent work with the quality audit of department SLOs, Jacinta and Alice noticed many inconsistencies in how departments present their SLOs. It was recommended that an outcomes style guide be created.
 - Action: Emily will convene task force meetings to draft an outcomes style guide. Task force members include: Christina, Doug, Emily, Jason, Mark, Mary Ann, and Parisa.

Open Issues (tabled until further notice)

- Student SLO Project