COG
College
Outcome
Group
VENTURA COLLEGE

2017-2018
REVIEW, REFLECT, RESET
M I N U T E S
Tuesday, December 11, 2018
3:45 to 5:00 PM – MCW-312

Present: Phillip Briggs, Nathan Cole, Rocio Fajardo, Corey Wendt, Nena Jaramillo, Jack Bennett, Maureen Eliot
Recorder: Felicia Torres

C H A R G E : *The College Outcome Group will be responsible for monitoring the progress and evaluating the quality of Student Learning Outcomes and Service Unit Outcomes on campus. The committee will create an annual report of SLO and SUO progress.*

Topics:

Agenda Item	Summary of Discussion	Action (If Required)
1. Approve Agenda	Meeting began at 3:48 pm. Agenda was reviewed and approved.	
2. Review 11/14/2018 Minutes	November minutes reviewed and also approved with no changes.	
3. SLO Handbook/Resources	Nathan displayed the SLO handbook on the screen. Phil asked the group to discuss and look for things that they liked, because as it's very easy to find things that we don't like and more difficult to find things that they do like. He opened the discussion up for feedback form the group. He reminded those in attendance that the topic was previously discussed about having the balance of comprehensive set of resources available for people and balancing that with the amount of work it takes to keep something like it up-to-date & maintained. Ideas were shared and discussed. Phil and Nathan facilitated. Many thoughts were brainstormed and noted by Nathan. Have a visual depiction with examples for people to click on and go directly to that form or topic.	Post the forms on the websites with only one link to each department. Also have a link to where you input and a link to the google form. Archive old versions of handbook.
4. Curriculum SLO Process	Nathan gave an update on the Curriculum Committee's process for dealing with SLOs. He said that they [Nathan and Asher] are trying to find a way to make the process more efficient and more effective for when faculty change their SLOs or PSLOs. He said that the latest information that he got form attending the Curriculum Committee meetings is that they would prefer that the COG	

	group handle it and be autonomous from them. A discussion regarding SLOs in the curriculum process continued along with how to enforce that courses complete their SLOs according to Accreditation standards. Nathan facilitated that discussion and explained his understanding of the process since he has been co-chair. He added that he feels that the process should be automated and the Curriculum Committee is not going to assess the quality of the SLOs. He likes for the process to be quick, but he has nothing to compare it to, because he was not part of how it was done previously. Another discussion ensued regarding where SLOs are in the process with not only Curriculum but also with Technical Review process. As of today, there are still 20 disciplines and 5 service areas that still have something out.	
5. ISLO/ISUO Assessments	This a bigger topic than many can deal with; put out there to think about for next meeting; Asked the questions: How do we want to have the forum about ISLO? 1pm-5pm? What does it need to look like if we want to do something new?	Will discuss at next meeting.
6. January 16th Workshop & February 12th Workshop	February 12th workshop will cover the topic: How to use canvas? Asher will work on publicizing it to the campus. It will be useful to get stuff out sooner. January 16 workshop will cover the topic: Bring your data day. It will be on how to use TracDat and how to deal with your data. Mostly geared to help department chairs with the new process. This will be a campus service for those who need it.	
7. Adjourn Next Meeting – ~~January 8, 2019~~ March 12, 2019	Meeting ended @ 4:51 pm	