**VENTURA COLLEGE**

**Student Learning Outcomes Committee**

**Tuesday, September 9, 2014**

**3:00-4:30pm**

**MCW-312**

**Present:** Jenchi Wu, Ayana Gaines, Susan Bricker, Maureen Ekl, Bill Hart, Andrea Horigan, Debbie Newcomb, Jaclyn Walker, Claudia Peter, Tanya Shaffer, Jack Bennett

**Recorder:**

| **Agenda Item** | | **Summary of Discussion** | **Action Due  & by Whom** |
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| **Announcements/Information Items** | | | |
| * 1. SLO division/department updates from committee members | | 1. No updates yet |  |
| 1. Committee Annual Self-Evaluation results from FY 13-14\* | | 1. Positive results of committee in reaching 13-14 goals    1. Goal 1: Establish process for SLO & Rotational Plan completion (including closing loop and quality control)    2. Goal 2: Assist departments in making a clear connections between SLO assessments and initiatives in program review    3. Goal 3: Establish ISLO Rubrics for #3, #4 & #5 and distribute to departments    4. Goal 4: Coordinate SLO Communication forum in spring   2b. Accomplishments of committee in 13-14 addressed in survey   * + - 1. ISLO Communication spring forum was successful       2. SLO/Rubric Prof Development Workshops were useful       3. Created a work plan for quality assurance in TracDat |  |
| 1. SLO Faculty Survey results from Spring 2014\* | | 1. 102 people responded to survey (38 part time/38 full time/26 classified & managers). 2. Many people are asking for examples of SLO examples, handouts, manual, etc. 3. Debbie suggested making 2 videos to help departments with this process: 4. Entering findings 5. Running rotational plan report |  |
| 1. Results of ACCJC Self-Evaluation from Spring 2014\* | | 1. This survey expressed the SLO committee’s personal rating to whether or not we were meeting ACCJC standards. 2. We addressed points IIA, IIAh, IIAi, IIB1 and ways to bring the lower self-assessment scores in these categories up to meet ACCJC standards. |  |
| 1. SLOs on VC website | | 1. Drupal training for those interested |  |
| 1. ACCJC requirement for SLOs in Course Outlines of Record (Curricunet)\* | | * + 1. New ACCJC standards from June     2. SLOs to be recorded on all course outlines     3. Procedures for this to be decided by Curriculum and Accreditation Committee |  |
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| **Discussion Items** | | | |
| 1. Rubric for ISLO #3 – need for additional component/rubrics\*^ | 1. Critical Thinking & Problem Solving ISLO—Debbie created an additional point on rubric “Use of Critical thinking to make an informed decision” to address departments like welding and medicine and to make rubric more useful as assessment tool. The rubric was approved by the committee. It will be submitted to the Academic Senate for their official approval. | |  |
| 2. Goals for FY 14-15 | 2. Possible goals discussed:   1. Create an SLO manual for faculty/staff 2. Manual to address how to, why, connections between ISLO/PSLO/SLO, and TracDat 3. Continued focus on quality control of entire SLO process 4. Rotational Plan 5. Closing the loop 6. Establish a process to facilitate collaborative participation by and through the SLO committee in the development of our accreditation self-study report and preparation for our accreditation site visit. | |  |
| 1. ISLO #5 Rubric Subcommittee | 1. Need for subgroups to be discussed next meeting | |  |
| 1. SLO award ideas proposed (need to inquire with Foundation for financial support) | 1. Andrea proposed Hula Hoop Award for closing the loop 2. Collaboration Among Division/Department Award 3. Outstanding Curriculum Effort 4. Outstanding Basic Skills Efforts 5. Personal Innovation Award | |  |
| 1. ISUO rubric subcommittees | 1. Possible departments suggested: student activities, student government, financial aid, and athletics. | |  |
| 1. DE findings in Trac-Dat | 6. TBD next meeting | |  |
| 1. Need to recruit members for SLO Committee | 7a. Academic dean/Co-Chair  7b. Classified Rep  7c. Student ASVC Rep | |  |
| **Action Items** | | | |
| 1. Approval of Minutes (March 11, 2014)^\* | | 1. Andrea made motion for approval—seconded by Jenchi |  |
| 1. Vote on committee chair | | 1. Bill Hart was elected. |  |
| 1. Goals for FY 14-15 | | 1. Possible goals for SLO Committee listed above to be approved next meeting |  |
| 1. Date for ISLO #2 forum Spring 2015 | | 4. TBD at next meeting |  |
| **Handouts** | | | |
| \* = Hard copy handout  ^ = Electronic Handout | |  |  |
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**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.