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| <b>Learning Outcomes Committee Minutes</b> | <b>Monday, April 14, 2025</b><br><b>MH-321</b><br><b>2:30 – 4:00 PM</b> |
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**Type of Meeting:** Regular  
**Note Taker:** Gary Heaton-Smith

**Committee Members (15+2):**

- Gary Heaton-Smith, Faculty Co-Chair
- Wendy Stout, Administrative Co-Chair
- VACANT, Data Steward
- VACANT, AA Rep
- Tiesha Klundt, Faculty Area Rep (Counseling and Matriculation)
- Samuel Padilla, Faculty Division Rep (AIAAT)
- Michael Carey, Faculty Division Rep (AIAAT)
- Jennifer Taylor, Faculty Division Rep (HSS)
- Robin Jordan, Faculty Division Rep (HSS)
- Tooraj Gordi, Faculty Division Rep (MSE)
- Melissa Berube, Faculty Division Rep (MSE)
- Angela Koritsoglou, Faculty Division Rep (LCA)
- Karen Heinzman, Faculty Division Rep (LCA)
- Fredy Aviles, Faculty Division Rep (SBS)
- Stacey Adams, Faculty Division Rep (SBS)
- Paul Taglianetti (Elizabeth Fewtrell proxy), Faculty Division Rep (A&H)
- Kevin North, Faculty Division Rep (A&H)
- Elle Smith, Faculty Area Rep (Library) (Stephanie Orellana, proxy)
- VACANT, Faculty Division Rep (K&A)
- Hannah Valencia, Adjunct Rep
- VACANT, Student Rep

Attended: Gary, Wendy, Tiesha, Michael, Stacey, Fredy, Elizabeth, Elle, Melissa, Jennifer, Robin, Hannah

Absent: Tooraj, Samuel, Kevin, Karen

| Items                             | Person     | Action  |
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| I. Approval of the Agenda         | Gary/Wendy | <p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Moved and approved with date change</li> <li>• One abstention</li> </ul> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p> |
| II. Approval of the Minutes       | Gary/Wendy | <p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Moved and approved</li> <li>• One abstention</li> </ul> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>                  |
| III. Open Comments from the Chair | Gary/Wendy | <p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Welcome Wendy Stout as Administrative Co-Chair</li> </ul> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>                |

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| IV. Open Comments from the Public | All  | <p><b><u>Issues Discussed:</u></b><br/> <b><u>Action Taken:</u></b><br/> <b><u>Follow Up Items:</u></b></p>   |
| V. AI and Assessments             | Gary | <p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Impact of AI on SLOs with certain active verbs.</li> <li>• How can we support the campus in selecting effective assessment for their courses? <ul style="list-style-type: none"> <li>○ Immediate, real-time assessment</li> <li>○ Project based learning</li> <li>○ Implementing rubric detail that AI cannot reproduce</li> <li>○ Two-part problems</li> </ul> </li> <li>• Visit with divisions and discuss how their assessment tools are impacted by students' use of AI.</li> </ul> <p><b><u>Action Taken:</u></b></p> <ul style="list-style-type: none"> <li>• Tabling the discussion until better research is available.</li> </ul> <p><b><u>Follow Up Items:</u></b></p>   |
| VI. CIPs Recommendation           | Gary | <p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• CIPs are within PR purview, but directly connects SLOs to Program Review</li> <li>• CIPs are a standalone process (no accountability), that is then referred to in PR</li> <li>• Discussion: do CIPs need to be a standalone process, as it concerns SLO assessment?</li> <li>• Do we need to roll out CIPs annually? <ul style="list-style-type: none"> <li>○ Action Plan Reflection Tool is on an appropriate cycle</li> <li>○ Take: A 3- or 4-year cycle should work fine</li> <li>○ Take: CIPs should be annual to reflect immediate change</li> <li>○ Is the data valid annually?</li> <li>○ Maybe a timeline needs to be flexible?</li> <li>○ Changes don't necessarily come from the data.</li> </ul> </li> </ul> <p><b><u>Action Taken:</u></b></p> <ul style="list-style-type: none"> <li>• No discussion</li> </ul> <p><b><u>Follow Up Items:</u></b></p> |
| VII. OOs Repository               | Gary | <p><b><u>Issues Discussed:</u></b></p>  |

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|   |      | <ul style="list-style-type: none"> <li>Demonstrate and discuss OO repository system.</li> </ul> <p><b>Action Taken:</b></p> <ul style="list-style-type: none"> <li>Moved and approved unanimously</li> </ul> <p><b>Follow Up Items:</b></p>   |
| VIII. Assessment Tools  | Gary | <p><b>Issues Discussed:</b></p> <ul style="list-style-type: none"> <li>Part of Senate Bylaws (and Accreditation)</li> <li>Examples of assessment tools?</li> </ul> <p><b>Action Taken:</b></p> <p><b>Follow Up Items:</b></p>   |
| IX. Creating, planning, & troubleshooting eLumen assessments  | Gary | <p><b>Issues Discussed:</b></p> <ul style="list-style-type: none"> <li>What does an effective reporting protocol look like?</li> <li>CBA discussion.</li> <li>SLOs as part of job duties?</li> <li>Can it be added to the CBA?</li> <li>Deans are not required to evaluate all terms, only the term being evaluated (but it is an option to do all terms)</li> <li>Are SLOs part of job descriptions?</li> <li>Can Grades AND SLOs be part of the same email?</li> </ul> <p><b>Action Taken:</b></p> <p><b>Follow Up Items:</b></p> |
| X. <b>2024-2025 MEETING</b><br><b>DATE:</b> 8/26<br>(Emergency), 9/9,<br>9/30 (Emergency),<br>10/14, 10/28 (Training<br>only), 11/11, 2/10,<br>3/10, 4/14, 5/12 | Gary | <p><b>Issues Discussed:</b></p> <p><b>Action Taken:</b></p> <p><b>Follow Up Items:</b></p>  |

### 2024-2025 Goals

- o Maintain updated training materials and create training/assistance programs to assist faculty and staff.
- o Relaunch QFE #1 (Outcomes Project) through the implementation of an ILO-centric, campus-wide assessment system that better represents faculty input.
- o Create an Operational Outcomes repository system.



- Define and articulate Outcomes-related processes on campus and provide support as needed.

## **Senate Bylaws**

### B405.3 Outcomes

B405.3.1 The term for the Faculty co-Chair of the Outcomes Committee shall be three years.

B405.3.1 Duties of the Faculty co-Chair of the Outcomes Committee shall include:

- a. Chair monthly (or as needed) meetings with the committee.
- b. Oversee development and updating of the Outcomes Committee website.
- c. Coordinate campus-wide systems regarding SLOs/PLOs/ILOs/OOs and accompanying assessment.
- d. Be a resource person for any questions on SLOs/PLOs/OOs and assessment.
- e. Disseminate relevant information on current trends on SLOs/PLOs/OOs from conferences and workshops
- f. Coordinate workshops regarding campus SLOs/PLOs/OOs and accompanying assessment.
- g. Provide training to divisions and areas to facilitate the assessment of SLOs/PLOs/OOs
- h. Develop and maintain a record of assessment tools.
- i. Maintain an archive record in support of data for accreditation, program review, and curriculum issues.
- j. Assist in ILO assessment in conjunction with other relevant stakeholders
- k. Serve as an ex-officio voting member of Program Review.
- l. Serve as a liaison to AP&P.
- m. Run reports to ensure adherence to deadlines for planning and assessing SLOs/PLOs/OOs.