



**ANTELOPE VALLEY COLLEGE
OUTCOMES COMMITTEE MEETING
November 24, 2014
3:00 p.m. – 4:30 p.m.
BE 321**

To conform to the open meeting act, the public may attend open sessions

MEMBERS PRESENT			
Dr. Fredy Aviles, Chair	Dr. Svetlana Deplazes	Glenn Haller	Dr. Tom O’Neil
Stacey Adams	Dr. Jessica Eaton	Dr. Rachel Jennings	Melanie Parker
Dr. Maria Clinton	Luis Enriquez	Melissa Jauregui	Wendy Stout
Angela Davis	Dr. Irit Gat	Dr. Scott Lee	
MEMBERS ABSENT		GUESTS PRESENT/EX-OFFICIO MEMBERS	
Kimberly Covell	Brenda Solis	Amy Andrada	
Dr. Meeta Goel	LaDonna Trimble		

1. **CALL TO ORDER AND ROLL CALL**
A motion was made and seconded to call the November 24, 2014 Outcomes Committee Meeting to order at 3:12p.m. Dr. Fredy Aviles, SLO Faculty Co-Chair, called the meeting to order at 3:12p.m. Motion carried.

2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**
Dr. Fredy Aviles, Outcomes Committee Cochair, welcomed the committee to the last meeting of the semester.

3. **OPEN COMMENTS FROM THE PUBLIC**
No comments from the public were made.

4. **APPROVAL OF MINUTES**
 - a. **November 10, 2014**
A motion was made and seconded to approve the minutes from the November 10, 2014 Outcomes Committee meeting. Motion carried.

5. **REPORTS**
 - a. **Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel**
No updates were given at this time.

 - b. **Missing PLO Forms**
Dr. Fredy Aviles informed the committee that many programs that were previously thought to have approved PLOs actually do not have a formal committee approval. As a result, many degrees have data entered into Weave but also need the PLO workbook completed and submitted to the Outcomes Committee for formal approval. He requested the committee members to discuss this issue with each of the discipline groups noted on the distributed document. Since data does appear in Weave, he requested faculty to use the information entered to complete the PLO workbook. Once the workbook is complete it should be sent via email to him for placement on the committee agenda. It was noted that ENGR, which appears under division 2 should be moved to division 1. Dr. Aviles requested this work to be completed as soon as possible as it is a requirement of accreditation.

6. **CONSENT AGENDA ITEMS**
 - a. **Revised SLOs: HIST 101, HIST 102, HIST 104, HIST 105, KIN 265, WELD 101, WELD 110, WELD 120, WELD 130, WELD 145, WELD 212**
Dr. Aviles requested a motion to add ECON 101, ED 141, FTV 242, FTV 244, FTV 251, FTV 261, and KIN 225 as they are also ready for committee approval. A motion was made and seconded to amend the agenda to include the noted courses. Motion carried.

A motion was made and seconded to approve consent agenda item 6a along with the added courses. Motion carried.

A motion was made and seconded to add Action Item 7a Revised PLOs. Motion carried. Another motion was made and seconded to add item 7a1, AS Business Administration, 7a2 AS General Business, 7a3 Certificate of Achievement in General Business, 7a4 AS Professional Bookkeeping, 7a5 AS Management, and 7a6 Certification of Achievement in Management. Motion carried.

7. **ACTION ITEM**

a. **Revised PLOs**

- 1) **AS Business Administration,**
- 2) **AS General Business**
- 3) **Certificate of Achievement in General Business**
- 4) **AS Professional Bookkeeping**
- 5) **AS Management**
- 6) **Certification of Achievement in Management**

After a brief review of the PLOs as submitted, the committee agreed to approve the PLOs as a group as they were only submitted to this committee as a formality. The discipline faculty was required to remove a math course from their degree and the process requires the PLOs to be reviewed as well. A motion was made and seconded to approve action item 7a 1-6. Motion carried.

8. **DISCUSSION ITEMS**

a. **Mission:**

- 1) **College mission and EMP priorities**
- 2) **Outcomes Committee mission (attachment)**
- 3) **Outcomes Committee goals 2014-2015 (attachment)**

Dr. Fredy Aviles indicated that this item has been on so many committee agendas and he would really like to see this item complete. The committee reviewed the attached mission statement and goals for completeness. Dr. Maria Clinton asked for clarification on how this mission statement and goals were derived. She asked whether research of other colleges was conducted to find samples of the most appropriately written mission and vision. She quickly brought up examples of other institutions, Mt. SAC and Green River, for comparison to the presented document. After much discussion, the following was agreed upon:

Mission: The Outcomes Committee Mission is to support the AVC Mission and promote student success by ensuring college-wide communication, collaboration, and consistency of processes related to Student Learning Outcomes (SLO), Program Learning Outcomes (PLO), Institutional Learning Outcomes (ILO), Operational Outcomes (OO), and program review. Documentation of student learning is accomplished by embedding into campus culture the following: development of quality outcomes and their implementation, analysis of resulting findings, and creation of action plans.

Dr. Aviles indicated that this will return to a future agenda as an action item for one final review and approval.

b. **Institutional Learning Outcomes**

The committee was reminded that at the last meeting they had agreed to create a taskforce at the recommendation of Dr. Maria Clinton. The taskforce will conduct the research, prepare better written ILOs and present the information to the Outcomes Committee for final review and approval in the spring semester. Since the committee was in agreement with the establishment of a task force, the following members had volunteered to participate: Melanie Parker, Irit Gat, Fredy Aviles, Glenn Haller and Meeta Goel.

9. **ADMINISTRATIVE BUSINESS**

a. **SLO-Related Events –**

- 1) **FPD: Friday, March 6, 2015, 9am – 12pm in SSV 151**

10. **INFORMATIONAL**

a. **14-15 Academic Year Outcomes Representative Proxy**

- b. **SLO Meeting dates remaining for Spring 2015: 2/23/15, 3/9/15, 3/23/15, 4/13/15, 4/27/15, 5/11/15**

11. **ADJOURNMENT**

A motion was made and seconded to adjourn the November 24, 2014 Outcomes Committee meeting at 4:30p.m. Motion carried.

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