



## Outcomes Assessment Work Group Unapproved Minutes

Feb. 6, 2015

1:00 - 2:30pm

Founder's Hall 116A

View the minutes and attachments at:

<http://mjc.edu/instruction/outcomesassessment/>

Members Present: Belen Robinson, Beth Bailey, Brian Sanders, Eileen Kerr, Gail Brumley, Gerald Wray, Heather Townsend, Milan Motroni, Nita Gopal, Patrick Bettencourt,

Members Absent: Deborah Brayman, James Dorn, Jennifer Hamilton, Jillian Daly, Kathleen Ennis, Lorena Dorn, Lynette Borrelli, Mark Anglin, Michael Sundquist, Paul Muncy, Pedro Mendez Sonny Gumm

Others Present: Kathy Haskin

**APPROVAL OF MINUTES** - November and December 2014 minutes will be done at another meeting.

### I. **NOTIFICATION ITEMS**

None

### III. **CLOs Originating Through Course Updates or Revisions**

#### A. **Status Reports**

##### 1. **CLOs Pulled for Revision at Previous OAW Meetings - Updates on Status of Revisions**

AUTEC - 311: Basic Automotive Systems

AUTEC - 317: Auto Heating & Air Conditioning

AUTEC - 319: A8: Engine Performance

AUTEC - 320: L1: Advanced Engine Performance

AUTEC - 321: A5: Brakes Systems

AUTEC - 322: A4: Steering, Suspension and Alignment

AUTEC - 323: A2: Automatic Transmission & Transaxles

AUTEC - 324: A3: Manual Transmissions & Drive Axles

AUTEC - 368: A6: Automotive Electricity/Electronic Systems 1

AUTEC - 369: A6: Automotive Electricity 2

Changes were made to the withdrawn AUTEC courses above by G. Wray to change the "demonstrate the understanding of" to "explain". Email showing the changes made by G. Wray to be sent to H. Townsend who will make the actual changes.

**M/S/C (B. Bailey, G. Brumley) Motion to approve AUTEC 311, 317, 319, 320, 321, 322, 323, 324, 368, and 369 with changes made to "explain" instead of "demonstrate the understanding of".**

9 Ayes, 0 Opposed, 0 Abstentions

**B. CLOs for Approval** (includes revisions from previous meetings and new submissions through course updates)

##### 1. **Revised CLOs Pulled Previously - Ready for Approval**

###### **PHILO 130: Political Philosophy**

1. Explain different theoretical orientations to politics.

2. Compare different political issues in terms of different theoretical orientations.



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3. Construct and evaluate arguments in support of, and in opposition to, different theoretical orientations in politics.
4. Describe the historical context and development of different political theoretical orientations.

### **MUST 141**

1. Identify landmark works from the canon of traditional western art music at an introductory level
2. Build introductory level musicianship skills by means of computer assisted technology
3. Utilize introductory level musical terminology to write essays about music

### **MUST 142**

1. Identify landmark works from the canon of traditional western art music at a basic level
2. Build basic level musicianship skills by means of computer assisted technology
3. Utilize basic level musical terminology to write essays about music

### **MUST 143**

1. Identify landmark works from the canon of traditional western art music at an intermediate level.
2. Build intermediate level musicianship skills by means of computer assisted technology
3. Utilize intermediate level musical terminology to write essays about music

### **MUST 144**

1. Identify landmark works from the canon of traditional western art music at an advanced level
2. Build advanced level musicianship skills by means of computer assisted technology
3. Utilize advanced level musical terminology to write essays about music

**M/S/C (G. Wray, B. Robinson) Motion to approve Philo 130, Must 141, 142, 143, and 144.**

9 Ayes, 0 Opposed, - Abstentions

## 2. **NEW CLOs for Approval** (12.3, 1/20 and 2/3/15, Curriculum Committee Meetings)

ART 120, ART 123, ART 124, ART 129 was withdrawn and will be returned for R. Stevenson and D. Brayman to fix. BIO 128 was withdrawn, due to not being approved by Curriculum Committee as it was not on the agenda.

The following was pulled for discussion: ADJU 236, CHEM 112, CHEM 113, HIST 192, and MATH 135.

**M/S/C (B. Bailey, G. Wray) Move to approve the remaining new CLOs, not pulled or withdrawn, for a Blanket Approval.**

9 Ayes, 0 Opposed, 0 Abstentions

M/S (B. Bailey, G. Brumley) Move to approve ADJU 236.

### **ADJU - 236: Correctional Law**

Upon satisfactory completion of this course, the student should be prepared to:

1. Discuss the evolving Constitutional rights of the incarcerated.
2. Identify landmark decisions from which correctional policies and practices are derived.



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3. Understand the balance between legitimate governmental interest and prisoners' rights.

After a short discussion it was decided to change in CLO #3 the word 'Understand' to "Explain" and the author would be okay with that change.

**M/S/C (B. Bailey, G. Brumley) Move to approve ADJU 236 with the change.**

9 Ayes, 0 Opposed, 0 Abstentions

### **AG - 101: Leadership in Agriculture**

Upon satisfactory completion of this course, the student should be prepared to:

1. Describe and compare different leadership styles.
2. Create and participate in group presentations on agricultural topics.

**CLO'S Blanket approved AG 101 by OAW, Feb. 6, 2015.**

### **ART – 120 WITHDRAWN FROM OAW AGENDA, Feb. 6, 2015**

#### **ART - 121: Basic Drawing 2**

Upon satisfactory completion of this course, the student should be prepared to:

1. Create color portraiture, which demonstrates technique, understanding of proportion, value structure, and color-use.
2. Use various drawing media and demonstrate ability to draw either representationally or expressively with each medium.
3. Make drawings that demonstrate the significance of light and shadow in creating volume while depicting still-lives, through works that identify the levels of the value structure created by the lighting situation.

**CLO'S Blanket approved ART 121 by OAW, Feb. 6, 2015.**

### **ART – 123 WITHDRAWN FROM OAW AGENDA, Feb. 6, 2015**

### **ART – 124 WITHDRAWN FROM OAW AGENDA, Feb. 6, 2015**

#### **ART - 125: Color and 3-D Foundation Design**

Upon satisfactory completion of this course, the student should be prepared to:

1. Apply the technical method of subtraction for creating three-dimensional forms.
2. Create physical and visual depth when solving a design related problem.
3. Utilize methods for soldering wire and integrating space in a unified form.

**CLO'S Blanket approved ART 125 by OAW, Feb. 6, 2015.**

### **ART – 129 WITHDRAWN FROM OAW AGENDA, Feb. 6, 2015**



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#### **AUTEC - 211: Introduction to Alternative Fuels and Advanced Technology Vehicles**

Upon satisfactory completion of this course, the student should be prepared to:

1. Evaluate the viability of various alternative fuels based on demographic information and make appropriate recommendations to the user.
2. Evaluate various alternative fuel types and the efficiency of each.
3. Compare the sources, uses, advantages and disadvantages of compressed natural gas, propane, biodiesel, ethanol, hydrogen and synthetic fuels.

**CLO'S Blanket approved AUTEC 211 by OAW, Feb. 6, 2015.**

#### **AUTEC - 315: Engine Rebuilding**

Upon satisfactory completion of this course, the student should be prepared to:

1. Evaluate serviceability of engine components using appropriate measurement equipment and techniques.
2. Set up and operate engine machining equipment.

**CLO'S Blanket approved AUTEC 315 by OAW, Feb. 6, 2015.**

#### **BIO - 101: Biological Principles**

Upon satisfactory completion of this course, the student should be prepared to:

1. Apply the scientific method while utilizing laboratory equipment to explore the structure and function of biologically important molecules.
2. Explain how cellular organization and function contribute to the development, maintenance, and reproduction of adult organisms.
3. Perform techniques used in biotechnology for giving cells and organisms new traits and describe how recombinant DNA techniques are used to solve problems and improve human health.

**CLO'S Blanket approved BIO 101 by OAW, Feb. 6, 2015.**

#### **BIO – 128 WITHDRAWN FROM OAW AGENDA, Feb. 6, 2015**

M/S (P. Bettencourt, M. Motroni) Move to approve Chem 112 and Chem 113.

#### **CHEM - 112: Organic Chemistry 1**

Upon satisfactory completion of this course, the student should be prepared to:

1. Solve abstract and complex chemical problems using organic chemistry ideas (bonding, reactions and/or mechanisms) and theories.
2. Understand key events in the development of chemistry (bonding, reactions and/or mechanisms) and recognize that science is an evolving body of knowledge.
3. Identify and use chemical laboratory equipment and instrumentation to quantitatively and/or qualitatively determine an unknown.

#### **CHEM - 113: Organic Chemistry 2**



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Upon satisfactory completion of this course, the student should be prepared to:

1. Solve abstract and complex problems using organic chemistry ideas (bonding, reactions, and mechanisms) and theories.
2. Understand key events in the development of chemistry (bonding, reactions, and/or mechanisms) and recognize that chemistry is an evolving body of knowledge.
3. Identify and use chemical laboratory equipment and instrumentation to quantitatively and/or qualitatively determine an unknown.
4. Extract pertinent information from an appropriate chemical database and report the information in a written narrative with chemical structures.

After a short discussion and B. Sanders authorized it was decided to change the 'Understand' in CLO #2 in both Chem 112 and Chem 113 to "Explain". B. Sanders to inform the author of the change.

**M/S/C (P. Bettencourt, M. Motroni) Move to approve Chem 112 and Chem 113 with the word 'Understand' in CLO #2 changed to "Explain".**

10 Ayes, 0 Opposed, 0 Abstentions

### **HE - 101: Emergency Medical Response; CPR PRO/Healthcare Provider**

Upon satisfactory completion of this course, the student should be prepared to:

1. Evaluate emergency situations and select and provide the appropriate care to sustain life or minimize the consequences of the situation.
2. Analyze the various aspects of a scene to determine scene safety issues and ensure the safety of yourself and bystanders.
3. Analyze the information attained during the initial assessment and develop an emergency action plan.

**CLO'S Blanket approved HE 101 by OAW, Feb. 6, 2015.**

### **HIST – 115 / ECON 115: Economic History of the United States**

Upon satisfactory completion of this course, the student should be prepared to:

1. Identify and evaluate a leader in American history whose work stimulated economic development.
2. Describe the significance of the American Constitution toward economic development.
3. Identify and assess one historical event which demonstrates how governmental policies affect economic behavior.

**CLO'S Blanket approved HIST 115/ECON 115 by OAW, Feb. 6, 2015.**

M/S (P. Bettencourt, G. Brumley) Move to approved HIST 192.

### **HIST - 192: Independent Studies in History**

Upon satisfactory completion of this course, the student should be prepared to:

1. Write an extensive, interpretive argument on an appropriate college level academic topic.



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2. Present the Independent project or paper in a professional manner, if indicated on the proposal form.

Discussion took place whether Independent Studies should have CLOs and be assessed. It is a stand-alone class so the only thing that could be done is an ILO. Not very many students are doing Independent Studies, and they are just opportunities if a student wants to take it. B. Sanders mentioned there have been Independent Studies in their area and there is a concept there should be more of a contract in it and they have a form but has not followed up with the information.

It was suggested that OAW could review the Independent Study Proposal Form, look at and ensure that CLOs are established on a case-by-case basis and that is the information that is assessed every time because it is unique. CLOs could be created that match the course and guidelines are given on what to create on that form, and then an assessment is done. The form could be gone over with the student as to what is to be learned, how it would be assessed, how the grade would be determined and what did the student learn.

E. Kerr to ask B. Adams, Curriculum Committee, on how that could be done.

### **M/S/C (P. Bettencourt, G. Brumley) Move to approved HIST 192.**

10 Ayes, 0 Opposed, 0 Abstentions

### **MATH - 134: Elementary Statistics**

Upon satisfactory completion of this course, the student should be prepared to:

1. Analyze and solve level appropriate problems including descriptive and inferential statistics, probability, discrete and continuous probability distributions, hypothesis testing, regression analysis, ANOVA, nonparametric statistics, and applications.
2. Effectively communicate, using appropriate mathematical notation, processes and strategies in solving level appropriate problems including descriptive and inferential statistics, probability, discrete and continuous probability distributions, hypothesis testing, regression analysis, ANOVA, nonparametric statistics, and applications.

### **CLO'S Blanket approved MATH 134 by OAW, Feb. 6, 2015.**

M/S (B. Bailey, G. Wray) Move to approve Math 135.

### **MATH - 135: Problem Solving Skills and Technology for MATH 134**

Upon satisfactory completion of this course, the student should be prepared to:

1. Analyze and solve level appropriate problems including descriptive and inferential statistics, probability, discrete and continuous probability distributions, hypothesis testing, regression analysis, ANOVA, nonparametric statistics, and applications.
2. Effectively communicate, using appropriate mathematical notation, processes and strategies solving level appropriate problems descriptive and inferential statistics, probability, discrete and continuous probability distributions, hypothesis testing, regression analysis, ANOVA, nonparametric statistics, and applications.



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Discussion took place regarding Math 135 is in support of Math 134. In Curriculum Math 134 went to four lecture hours with an optional additional one hour for support if needed. Math 135 is that extra one hour of support doing the same thing as Math 134, but for those that need more exercises and practice. It was mentioned that possibly the CLOs in Math 135 should be different from Math 134 because they serve different purposes.

It was decided that B. Sanders would take it back to the author for revision to show a difference between Math 134 and Math 135.

### **M/S/F (B. Bailey, G. Wray) Move to approve Math 135.**

0 Ayes, 10 Opposed, 0 Abstentions

### **MATH - 174: Introduction to Differential Equations & Linear Algebra**

Upon satisfactory completion of this course, the student should be prepared to:

1. Analyze and solve level appropriate problems including linear algebra, differential equations, and applications.
2. Effectively communicate, using appropriate mathematical notation, processes and strategies in solving level appropriate problems including linear algebra, differential equations, and applications.

**CLO'S Blanket approved MATH 174 by OAW, Feb. 6, 2015.**

### **MICRO - 111: Plagues of Humankind**

Upon satisfactory completion of this course, the student should be prepared to:

1. Describe how societies have dealt with outbreaks of disease.
2. Explain the role of public health departments.
3. Describe a disease event in history that has changed outcomes in times of conflict.

**CLO'S Blanket approved MICRO 111 by OAW, Feb. 6, 2015.**

### **PSYCH - 141: Human Lifespan Development**

Upon satisfactory completion of this course, the student should be prepared to:

1. Describe and evaluate the major psychological theories of human development.
2. Explain and assess the methods of research used to study human development.
3. Apply the developmental research and theory to real-life situations.
4. Distinguish between universal influences and culturally specific influences on human development.
5. Compare and contrast the characteristics of each stage in the lifespan with preceding and subsequent stages.

**CLO'S Blanket approved PSYCH 141 by OAW, Feb. 6, 2015.**

### **SM - 331: Sheet Metal and Installation 1**

Upon satisfactory completion of this course, the student should be prepared to:



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1. Design and fabricate the typical locks and seams used to develop sheet metal fittings.
2. Develop simple pattern layouts and fabricate introductory sheet metal fittings.

**CLO'S Blanket approved SM 331 by OAW, Feb. 6, 2015.**

### **SOCS - 58: Student Leadership Development**

Upon satisfactory completion of this course, the student should be prepared to:

1. Identify and describe the traits of a leader.
2. Write a personal mission statement.
3. Complete a personal organization plan.

**CLO'S Blanket approved SOCS 58 by OAW, Feb. 6, 2015.**

### **SOCIO - 105: Introduction to Statistics for the Social & Behavioral Sciences**

Upon satisfactory completion of this course, the student should be prepared to

1. Summarize data sets using descriptive statistics.
2. Conduct hypothesis tests and interpret the results

**CLO'S Blanket approved SOCIO 105 by OAW, Feb. 6, 2015.**

### **WELD - 200: Arc and Gas Welding**

Upon satisfactory completion of this course, the student should be prepared to:

1. Adjust a typical constant current power source in the SMAW mode to create single and multiple pass welds that meet industry standards.
2. Assemble and adjust a typical oxy-acetylene cutting apparatus and perform cutting operations on mild steel that meet industry standards.

**CLO'S Blanket approved WELD 200 by OAW, Feb. 6, 2015.**

### **WELD - 204: Gas Metal Arc Welding (G.M.A.W) & Flux Core Arc Welding (F.C.A.W)**

Upon satisfactory completion of this course, the student should be prepared to:

1. Select and adjust controls on a constant voltage power source for Gas Metal Arc Welding and Flux Core Arc Welding applications and create welds on both ferrous and non-ferrous metals.
2. Identify and select Gas Metal Arc Welding and Flux Core Arc Welding electrode wire according to American Welding Society identification codes for welding applications on both ferrous and non-ferrous metals.

**CLO'S Blanket approved WELD 204 by OAW, Feb. 6, 2015.**

### **WELD - 206: Gas Tungsten Arc Welding (G.T.A.W.)**

Upon satisfactory completion of this course, the student should be prepared to:

1. Adjust controls on a constant current power source for gas tungsten arc welding (GTAW) applications and create welds on both ferrous and non-ferrous metals.





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2. Select shielding gases based on their physical characters for welding applications on both ferrous and non-ferrous metals.

### **CLO'S Blanket approved WELD 206 by OAW, Feb. 6, 2015.**

#### **WELD - 300: Intermediate Welding**

Upon satisfactory completion of this course, the student should be prepared to:

1. Use typical oxy/acetylene cutting equipment and saws to prepare groove weld joints that meet AWS D1-1 code and API 1104 code welding procedure specifications.
2. Use a typical constant current power source set in the SMAW mode to create groove welds that meet AWS D1-1 code and API 1104 code welding procedure specifications.

### **CLO'S Blanket approved WELD 300 by OAW, Feb. 6, 2015.**

#### **WELD - 325: Design and Fabrication Processes**

Upon satisfactory completion of this course, the student should be prepared to:

1. Identify, develop and apply typical lines, views, notes, title blocks in print development.
2. Interpret and apply typical weld and welding symbols in print development and general, metal fabrication.

### **CLO'S Blanket approved WELD 325 by OAW, Feb. 6, 2015.**

#### **WELD - 340: Pipe Welding**

Upon satisfactory completion of this course, the student should be prepared to:

1. Explain the terminology of pipe fit-up and identify various pipe and fittings.
2. Explain steps and procedures in preparing pipe joints for welding.
3. Develop the welds and weld joints illustrated on job sheet JS-2.
4. Develop the welds and weld joints illustrated on job sheet JS-3.

### **CLO'S Blanket approved AG 101 by OAW, Feb. 6, 2015.**

#### **IV. CLOs Originating through CLO Update Only Process**

##### **A. Status Reports**

##### **1. CLOs Pulled for Revision at Previous OAW Meetings - Updates on Status of Revisions**

- HUMSR 101 - Introduction to Human Services (2/7/14) (Eileen)
- HUMSR 111 - Counseling in Chemical Dependency (2/7/14) (Eileen)
- HUMSR 116 - Drugs and Alcohol in Society (2/7/14) (Eileen)
- HUMSR 118 - Pharmacology of Abused Substances (2/7/14) (Eileen)
- HUMSR 119 - Intro Group Ldrshp/Grp Process (2/7/14) (Eileen)

E. Kerr said HUMSR CLOs are still being worked on.



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PHILO 135: Environmental Ethics (11/1/13) (Eileen)

B. Anelli is still working on PHILO 135 CLOs.

SOCIO 150: Ethnicity and Culture in America (12/6/13) (Eileen)

Socio 150 is now at the point of figuring out what needs to be done since it has a new person. It should be taken care of this semester.

### **B. CLOs for Approvals (includes revisions from previous meetings and new submissions through CLO Update Only Process)**

- 1. Revised CLOs Pulled Previously - Ready for Approval - None**
- 2. NEW CLOs for Approval** (from CLO Update Only Queue) - None

### **V. ACTION/DISCUSSION ITEMS**

Added to Action/Discussion Items

B. Bailey wanted to have a discussion about conversations taking place in Nursing about Student Equity Plans, measuring of individuals versus groups. Possibly faith has been lost in the grading systems so CLOS and outcome assessments were developed. How is meaningful measurement developed of what the students have come to college to learn?

Discussed were interpretations and thoughts of what is happening or what may take place. E. Kerr briefly went over the eLumen package that is probably being purchased and what it will do. The package being sold includes Accreditation, Curriculum and Outcomes Assessment. It is presently unknown about Curriculum but the Outcomes Assessment piece would be very useful to OAW. It is a tool, not just a place to put information. They built this tool for Outcomes Assessment. That system will track the CLOs every semester and will know if faculty have done their job. That system will be able to manipulate the data entered and is user friendly.

There was a lengthy discussion about tracking students in regards to race, how to track students in high school, how to measure if the goal is working or not, how people are not treated the same depending on circumstances and there are students that are not prepared to go to college so those need to be focused on.

- 1. Due Dates for Fall CLO, PLO, ILO, GELO Assessments - January 31, 2015.**

What is still out from divisions?

I have received:

Physics

Biology

Political Science

Psychology

Business Administration



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Office Administration  
Plant Science  
Autobody  
French  
German  
Italian  
Humanities

E. Kerr said the deadline has been extended to February 10, 2015, would like by February 20, 2015, but deadline should be by April 15, 2015.

Spring 2015 due date is end of May 2015.

2. Spring 2015 PLO/ILO/GELO Assessments - Reminder  
PLO/ILO/GELO only

Administration of Justice - PLO only  
Computer Graphics - PLO only  
Environmental Sciences - PLO only  
Human Services - PLO only  
Natural Resources - PLO only

PLO/ILO/GELO plus Program Review

Animal Science - PLO plus Program Review  
Earth Science - PLO plus Program Review  
Geology - PLO plus Program Review  
History - PLO plus Program Review  
Meteorology - PLO plus Program Review  
Music - PLO plus Program Review

3. Division Reporting on completion of CLO, etc. processes

There were updates from some divisions not completed.

4. ELumen update – discussed previously

E. Kerr mentioned that May 31 will be her last day for Assessment due to personal reasons. She may go beyond May to assist with eLumen.

Next Meeting: March 6, 2015 in Yosemite Hall 213 1:00pm