



## Outcomes Assessment Work Group

# MINUTES

*Aug. 20, 2013*

*9:30-10:30 am*

*Ansel Adams Room 206*

*View the agenda and attachments at:*

<http://outcomesassessment.sites.mjc.edu/index.php>

**Members Present:** J. Todd, B. Bailey, B. Sanders, C. Hudelson-Putnam, G. Wray, H. Townsend, J. Dorn, K. Ennis, L. Manzo, L. Dorn, M. Robles, M. Motroni, N. Gopal, S. Miller, W. Kaiser

**Members Absent:** Amanda Schnoor, Bonnie Hunt, Charles Mullins, Cherrie Llewellyn, Flora Carter, Gloria Coats, L. Borrelli, P. Muncy, P. Mendez, R. Serros

**Others Present:** Kathy Haskin

### **I. APPROVAL OF MINUTES** (April 16, Aug. 5, Aug 15, 2013)

***M/S/C (K. Ennis, C. Hudelson-Putnam) to approve the minutes for April 16, Aug. 5 and Aug. 15, 2013.***

### **II. DISCUSSION AND ACTION ITEMS**

#### 1. Annual Assessment Day

The OAW meeting was the beginning of the Annual Assessment Day 2013. It was announced that the 10:30 am is an interdisciplinary discussion about the PLO and GELO/ILO Pilots. A variety of disciplines, including Speech Communications, Business Administration, and English would be there to present and discuss their materials.

From 1:30 – 4:30 pm, an open workshop on CLO crafting, management and assessment will take place; several faculty are attending.

#### 2. The SLO and Assessment Handbook is nearly complete and will be posted on the website. Part of the wait is due to the AUO section, but we should have a paragraph by the end of the week.

The Academic Senate approved what was asked last time. The new program review cycle and amendment to the workgroup to include Dean and one faculty rep and our Charge.



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The workgroup reviewed the manual. J. Todd would like a recommendation to get this to the Senate to consider as a handbook. Just to be clear, there will be constant updates and will be making changes.

The group looked over the manual. There was a motion to recommend manual for Academic Senate to consider as a handbook.

**M/S/C (N. Gopal, B. Bailey) to recommend manual for Academic Senate to consider as a handbook.**

### 3. PLO-GELO Pilots for Improved Program Review

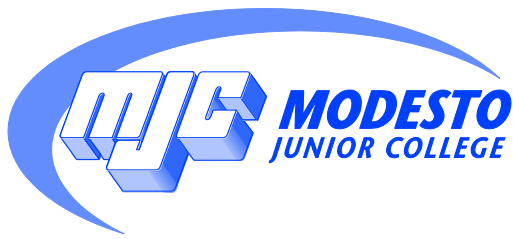
PLO Pilots were briefly reviewed for the upcoming session: the college is on track for its PLO/GELO cycle and pilots, and so far the results have been impressive and thoughtful. J. Todd talking with Curtis Martin about what is manageable inside a Program Review that would make sense, including basic course data, basic PLO data, GELO data and ILO data.

The new 5-year Program Review Process will include better streamlined data from CLOs to inform PLOs, GELOs, ILOs. J. Todd would like an expedited PLO process in case instructors do not like their PLO's. J. Todd wants to talk to Brian and Barbara.

### 4. PLO Assessment/Discipline Matrix Updates

Deans and faculty reps will need to work on a small modification for the 5-year cycle and excel sheet schedules for each discipline. On Aug. 21, the matrix and scheduling will be uploaded, when the semester starts and will be replaced with the modified one. Everyone was to have entered information in CurricUnet. We will push through whatever data we have from Spring 2013.

### 5. CurricUnet Report



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There are some difficulties with CurricUnet in downloading the CLO statement report, but J. Todd is communicating with them about this.

6. Next Meeting: First Meeting, Sept 6, 12:30 -2:30. J. Todd will ask Barbara how to incorporate with her curriculum training on that day. Meetings will be every first Friday of the month at 12:30 pm, Ansel Adams 206. Sept. 6, Oct. 4, Nov. 1, and Dec. 6.