



## Outcomes Assessment Work Group

### Approved Minutes

Oct. 3, 2014

1:00 - 2:30pm

Yosemite Hall, Room 213

View the minutes and attachments at:

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

Members Present: Beth Bailey, Brian Sanders, Deborah Brayman, Heather Townsend, Mark Anglin, Milan Motroni, Nita Gopal, Paul Muncy,

Members Absent: Belen Robinson, Cecelia Hudelson, Eileen Kerr, Gail Brumley, Gerald Wray, James Dorn, James Todd, Jennifer Hamilton, Jillian Daly, Kathleen Ennis, Lorena Dorn, Lynette Borrelli, Michael Sundquist, Patrick Bettencourt, Pedro Mendez, Sonny Gumm

Others Present: Kathy Haskin

**I. APPROVAL OF MINUTES** None

**II. 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**

MUST 141 - Musicianship and Guided Listening 1 (2/7/14) (Lynette)

MUST 142 - Musicianship and Guided Listening 2 (2/7/14) (Lynette)

MUST 143 - Musicianship and Guided Listening 3 (2/7/14) (Lynette)

MUST 144 - Musicianship and Guided Listening 4 (2/7/14) (Lynette)

As Lynette is not here, the MUST courses will be tabled until the next meeting.

PHILO 130: Political Philosophy (3/7/14) (Paul)

P. Muncy mentioned when originally discussed there were five CLOs. He has sent an email to the author and is waiting for a response.

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

**1. Revised CLOs Pulled Previously - Ready for Approval** None

**2. NEW CLOs for Approval** (includes September 23, 2014 Curriculum Committee meetings)

CLOs pulled were: SOCSC 110

**M/S/C (B. Bailey, P. Muncy) Motion to approve the remaining New CLOs with a Blanket approval.**

7 Ayes, 0 Opposed, 0 Abstentions



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### **ELTEC - 321: Photovoltaic Systems**

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

1. Perform site assessments and basic calculations related to PV system installation.
2. Install and troubleshoot PV systems

**CLO's Blanket approved for ELTEC 321 by OAW, Oct. 3, 2014**

### **GEOL - 172: Geology of Yosemite Valley**

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

1. Identify the characteristic rock and mineral specimens, landforms, and geologic structures found in Yosemite Valley and the Merced River Gorge.
2. Model the geologic and tectonic history of Yosemite Valley and the Merced River based on field observations of rock and structure relationships.

**CLO's Blanket approved for GEOL 172 by OAW, Oct. 3, 2014**

### **GEOL - 176: Geology of California's Mother Lode**

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

1. Identify the characteristic rock and mineral specimens, landforms, and geologic structures found in the Mother Lode region of the Sierra Nevada.
2. Model the geologic history of the Mother Lode region of the Sierra Nevada based on field observations of rock and structure relationships.

**CLO's Blanket approved for GEOL 176 by OAW, Oct. 3, 2014**

### **GEOL - 191: Geology of the Colorado Plateau**

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

1. Identify the characteristic rock, fossil, and mineral specimens, landforms, and geologic structures found in Arizona, New Mexico, Utah and Colorado and adjacent parts of the Colorado Plateau and Basin and Range provinces.
2. Model the geologic history of the Colorado Plateau and Basin and Range provinces based on field observations of rock and structure relationships.

**CLO's Blanket approved for GEOL 191 by OAW, Oct. 3, 2014**

### **MATH - 105: Structure of Mathematics 1**

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

1. Analyze and solve level appropriate problems including properties of sets, counting numbers, integers, rational and irrational numbers; numeration systems; number theory, logic, and applications.
2. Effectively communicate, using appropriate mathematical notation, processes and strategies in solving level appropriate problems including properties of sets, counting numbers, integers, rational and irrational numbers; numeration systems; number theory, logic, and applications.



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### **CLO's Blanket approved for MATH 105 by OAW, Oct. 3, 2014**

#### **MATH - 106: Structure of Mathematics 2**

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

1. Analyze and solve level appropriate problems including elementary probability, statistics, geometry, and applications.
2. Effectively communicate, using appropriate mathematical notation, processes and strategies in solving level appropriate problems elementary probability, statistics, geometry, and applications.

### **CLO's Blanket approved for MATH 106 by OAW, Oct. 3, 2014**

#### **NURSE - 259: LVN Transition: Role Change Preparation**

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

1. Differentiate the roles, responsibilities, and scope of practice of the Licensed Vocational Nurse and the Registered Nurse.
2. Demonstrate professional behavior.
3. Competently perform basic psychomotor nursing skills.

### **CLO's Blanket approved for NURSE 259 by OAW, Oct. 3, 2014**

#### **RSCR 257: Clinical Preceptorship**

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

1. Manage and complete a hospital assigned respiratory therapist workload with patient assessment prior to initiation of respiratory care with appropriate documentation post care.
2. Effectively communicate with hospital staff, physicians, patients, and their families.
3. Demonstrate professional, ethical, and compassionate practices in providing healthcare to patients and their families.

### **CLO's Blanket approved for RSCR 257 by OAW, Oct. 3, 2014**

M/S/ (P.Muncy, N. Gopal) Motion to approve SOCSE 110.

#### **SOCSC - 110: Introduction to Elementary Education**

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

1. Explain the history, development and current role of public education in California and the United States.
2. Reflect on teaching pedagogy as practiced in the public school classroom.

N. Gopal had a problem with CLO #2, "Reflect" on teaching pedagogy. Reflection is usually a thought process. The group discussed possibly a reflection in writing, reflection in speaking, or reflection as in external articulation. Reflect is personal. Brian said teaching pedagogy seems redundant, possibly analyze. Beth wondered the level of introduction they analyze. Maybe they could analyze or identify what teaching pedagogies are practiced in a classroom. Identify means the methods they are using. Suggestion was made



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to “analyze pedagogical practices observed in the public school classroom.” P. Muncy will make the suggestion to the author.

**M/S/F (P. Muncy, N. Gopal) Move to approve SOCSC 110. Motion Failed**

0 Ayes, 7 Opposed, 0 Abstentions

**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)
- PHILO 135: Environmental Ethics (11/1/13) (Eileen)
- SOCIO 150: Ethnicity and Culture in America (12/6/13) (Eileen)

As Eileen is not here, the above courses will be tabled until the next meeting.

**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)

CLOs pulled were: MUSA 173, MUSE 161, MUSE 165.

**M/S/C (P. Muncy, D. Brayman) Move to approve the remaining New CLOs (from CLO Update Only Queue) with a Blanket approval.**

7 Ayes, 0 Opposed, 0 Abstentions

**MUSA - 161: Elementary Strings**

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

- 1. Identify pitches and read simple melodies on a bowed string instrument with proper technique.
- 2. Perform in concert with an ensemble with basic rhythmic accuracy and dynamic variety.

**CLO’s Blanket approved for MUSA 161 by OAW, Oct. 3, 2014**

**MUSA - 162: Intermediate Strings**

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



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1. Identify pitches and read intermediate level melodies on a bowed string instrument with proper technique.
2. Perform in concert with an ensemble with increasing rhythmic accuracy and dynamic variety.

### **CLO's Blanket approved for MUSA 162 by OAW, Oct. 3, 2014**

#### **MUSA - 163: Applied Music (Violin and Viola)**

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

1. Perform appropriate repertoire using proper technique on violin or viola.
2. Perform scales, etudes, and literature appropriate for violin or viola.

### **CLO's Blanket approved for MUSA 163 by OAW, Oct. 3, 2014**

#### **MUSA - 164: Applied Music (Cello and Bass)**

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

1. Perform appropriate repertoire using proper technique on cello or bass.
2. Perform etudes, scales, and literature appropriate for cello or bass.

### **CLO's Blanket approved for MUSA 164 by OAW, Oct. 3, 2014**

#### **MUSA - 173: Applied Music (Brass and Percussion)**

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

1. Perform solo and/or small ensemble repertoire using proper technique on one's instrument.
2. Perform etudes, scales, and literature appropriate for the students' level.

M/S (P. Muncy, D. Brayman) Move to approve MUSA 173.

The issue was the apostrophe needed to be changed in the word students' to student's. H. Townsend will make the change.

### **M/S/C (P. Muncy, D. Brayman) Move to approve MUSA 173 with the change.**

7 Ayes, 0 Opposed, 0 Abstentions

#### **MUSA - 183: Applied Music (Woodwinds)**

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

1. Perform solo and/or small ensemble repertoire using proper technique on one's instrument.
2. Perform etudes, scales, and literature appropriate for the students' level.

### **CLO's Blanket approved for MUSA 183 by OAW, Oct. 3, 2014**

It was noted that MUSA 183 needed to have the apostrophe changed in the word students' to student's. H. Townsend will make the change.



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M/S (P. Muncy, M. Motroni) Move to approve MUSE 161.

### **MUSE - 161: Community Orchestra**

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

1. Play an instrument in a large orchestral ensemble with proper technique and style.
2. Read and learn orchestral literature.

It was noted that #2 sounded like an objective. It was stated the student needs to be able to read and perform actual music, which is literature.

**M/S/C (P. Muncy, M. Motroni) Move to approve MUSE 161.**

7 Ayes, 0 Opposed, 0 Abstentions

### **MUSE - 165: String Orchestra**

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

1. Play an instrument in chamber orchestra with proper technique and style.
2. Read and learn chamber orchestra literature.

After a short discussion, the issue was the same as the MUSE 161.

**M/S/C (P. Muncy, B. Bailey) Move to approve MUSE 165.**

7 Ayes, 0 Opposed, 0 Abstentions

### **MUSE - 171: Concert Band**

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

1. Play an instrument in a wind ensemble, in rehearsal and performance, using proper technique and style.
2. Read, interpret, and perform wind band literature.

**CLO's Blanket approved for MUSE 171 by OAW, Oct. 3, 2014**

### **MUSE - 175: Symphonic Band**

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

1. Play an instrument in a wind ensemble, in rehearsal and performance, using proper technique and style.
2. Read, interpret, and perform wind band literature.

**CLO's Blanket approved for MUSA 175 by OAW, Oct. 3, 2014**

### **MUSE - 181: Jazz Band**

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

1. Play an instrument in a jazz ensemble, in rehearsal and performance, using proper technique and style.
2. Read, interpret, and perform jazz band literature.



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#### **CLO's Blanket approved for MUSE 181 by OAW, Oct. 3, 2014**

##### **MUSE - 871: Concert Band**

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

1. Play an instrument in a wind ensemble, in rehearsal and performance, using proper technique and style.
2. Read, interpret, and perform wind band literature.

#### **CLO's Blanket approved for MUSE 871 by OAW, Oct. 3, 2014**

##### **NURSE - 264: Nursing Process: Pediatrics**

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

1. Perform a comprehensive head-to-toe assessment of a pediatric patient.
2. Apply the nursing process, which includes assessment, nursing diagnosis, planning, implementation, and evaluation to provide safe, competent, and therapeutic nursing care for the pediatric patient and his/her family.
3. Explain and apply the Roy Adaptation Model in the care of the pediatric patient and his/her family.

#### **CLO's Blanket approved for NURSE 264 by OAW, Oct. 3, 2014**

### **III. ACTION/DISCUSSION ITEMS**

1. CLOs and the Curriculum Review Process (Eileen)  
Call for sub-committee to develop a draft set of criteria

At the last meeting, E. Kerr mentioned a change in what this body will be doing and what the Curriculum Committee will be doing, making it so OAW would not be reviewing CLOs. That responsibility would then become the responsibility of the Curriculum Committee. She is looking for a sub-committee of volunteers to develop a set of review criteria for CLO reports. Instead of reviewing CLO statements OAW will be reviewing CLO Assessment data. A criteria and process how to review those assessments needs to be developed.

P. Muncy, B. Bailey and N. Gopal are interested in being in the sub-committee. Times available were discussed. K. Haskin to inform E. Kerr of their interest.

The group discussed what the criteria is and what it will be used for. It was also asked "What are the characteristics of an effective CLO Assessment Report? There was discussion as to what a report should do; and what should be inside a report.

For Resource Allocation were funds allocated because of the assessment? The creditors look at the resources allocated for assessment. Information needed included how many students were in the class, what percentage of those students passed and that information is input into the PLO Assessment grids.



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B. Bailey mentioned in the actual CLO assessment there is a question about further resources needed.

B. Sanders looked up a CLO assessment and the group discussed. It was mentioned the Excel spreadsheets that are set up have the formulas built into the form. The number that was assessed and the number that passed are input and the PLO worksheet is generated from the accumulated data. Of the three numbers, one should be auto-generated, but it is not on this form. H. Townsend, who has access to CurricuNet contacts, with J. Todd's authorization, could request to have a certain field to auto-generate in the form. There will be conflicting information if it not fixed.

B. Sanders to email J. Todd for his authorization and cc H. Townsend.

### 1. Training and Workdays Coming Up - Reminder

October 24 - Training for Spring 2015 CLO/PLO/ILO/GELO assessment

It was mentioned that this training will be similar to the last training for the ones who will be doing the Spring Assessments.

M. Anglin recommended the minimum of the lead person for each area being assessed should be in attendance. Others would be welcome to attend also.

### 4. 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

Adjourned: 2:40 p.m.

**Next Meeting: November 7, 2014 in Yosemite Hall 213, 1:00 pm**