Learning Outcomes Dialog
Subcommittee

Minutes
December 11, 2013
3:00 p.m.
LRC 125 (in CASSL)

ACTION ITEMS
1. The minutes from Nov 6th, 2013 were approved by consensus

REPORT/DISCUSSION ITEMS
2. Scott reported that he had shared the committee goals, and asked for their input regarding the Convocation dialogs. The CPC identified pros and cons with changing the structure of the time allocated during Convocation without sufficient dialog. They suggested that if we want to explore that change, we might want to get feedback from chairs and deans and incorporate that into the dialog and decision.
3. Update on GE Mapping project – Scott indicated that this project had stalled. Kathy sent out the annotated list of respondents to the Deans for their information, but did not request they conduct specific follow up activities. She mentioned that if we want them to help, we need to specifics and support the request with information that is easily accessible and that was not the case. After some discussion it was recommended that Scott send batch emails by GE category to remind people of the task. Kathy suggested that we could attach the initial draft of the mapping document for that area. Scott would need to list the courses still needing to be reviewed/confirmed in the email so people who had completed the task for some courses didn't mistakenly do it again.
4. Update on SLO Assessment Volunteers – Scott reported that he had contacted a few people who had volunteered to share their assessment tool with the broader campus. He is trying to get examples of the actual assessment instruments along with contextual information as a resource for others and as evidence for accreditation. During the course of this update it became apparent that he was only working with the non-instructional list. Kathy will resend the instructional list to him. The committee suggested the following questions as a starting point to his dialogs: provide more specifics about your assessment tool and strategy (what, why, how and when?) What extra effort was required to create your tool/strategy? How did you collect/synthesize and analyze your results?
5. Update on Fall 13 Assessment Reporting – Kathy indicated that assessments reports continue to be submitted, particularly in the area of student services. This is in response to the PrOF questions related to Assessment. The more complete integration of these two processes is having its intended effect! She has not gotten any complaints regarding the formation of an assessment schedule in PrOF and both she and Scott have been advising different programs to help them accomplish both the mapping and other parts of PrOF.
6. Convocation dialog discussion / Tasks – Scott presented a draft document and the committee discussed and made several recommendations. He will incorporate the changes and send a draft out to the campus next week. Kathy will ensure that the Deans have the necessary mapping documents and supplementary information to support the dialogs in the Spring. The committee discussed the need to push out the assessment schedules to the programs, despite the fact that the information is already available to them in PrOF. Kathy indicated that this will start in the Fall.
7. Future Discussion Items
   • Leadership succession

ADJOURNMENT: Next Meeting: Wednesday, Feb 5th, 2:00 – 3:30.

Goals: 1. Evaluate the efficacy of the outcomes – related questions in PrOF. 2. Continue to provide Professional Development Opportunities to support assessment. Continue to provide one-on-one consultation and Just Do It sessions to support assessment. 4. Evaluate the newly implemented course assessment reporting process. 5. Review and monitor and assist departments as needed in their development of assessment cycles for course and program outcomes. 6. Strengthen the dialog between LODS, Curriculum and Planning g. Complete the GE mapping. 7. Recommend a process for reviewing and updating the GE outcomes to the Planning Committee. 8. Recommend a process to Curriculum to maintain the currency and accuracy of the mapping document as curriculum is modified. 9. Ensure that the course/activity assessment reporting system is developed in CIPS