

**College Outcomes Committee**  
**LOS ANGELES PIERCE COLLEGE – SSB – Large Conference Room**  
Minutes – November 15<sup>th</sup>, 2017, 2:30-3:30pm

**Attending:** Jennifer Moses, Dale Fields, Mario Macias, Margarita Pillado, Thomas Vessella, Giselle Calubayan, and David Gonzales. **Absent:** Christi Hamilton, Susan Rhi-Kleinhart, Larry Kraus, Erin Hayes, Loralyn Frederick, Paul Anthony Quintero

Meeting was called to order by Moses at 2:39 p.m. in SSB Large Conference Room

**AGENDA:** Approved as written by acclamation (Pillado/Vessella - MS)

**MINUTES:** Approval of the minutes from 10/18/17 as written by acclamation (Vessella/Fields - MS)

**PUBLIC COMMENT:** No commentary

**1. ILO (GELO) 2 assessment**

- a. The committee discussed conducting an assessment of ILO (GELO) 2 (Critical Thinking).
- b. **Action:** The COC recommends to the senate that the following task force conduct the ILO (GELO) 2 assessment: M. Pillado (Area 1), J. Moses (Area 2), D.Fields (Area 3) M. Anderson (Area 4) (approved by acclamation – Pillado/Vessella – M/S).

**2. Charter update**

- a. The committee discussed the need to conduct an update of the COC charter. The last charter update was in November of 2015, thus an update is due.
- b. Possible updates were identified and discussed. These included updating the duties to reflect the committee's better understanding of SLO/PLO/ILO assessment, as well as updating the membership to ensure voting members are those stakeholders who should and can reasonably attend all or most COC meetings.
- c. **Action:** The COC recommends to the senate that the following task force conduct a review and update of the COC charter: J. Moses and T. Vessella (approved by acclamation – Fields/Gonzales – M/S).

**3. eLumen SLO workflow**

- a. The committee discussed the best strategy to update eLumen SLOs for the future to ensure consistency with ECD, as there are currently a large numbers of inconsistencies (i.e. errors) between these two systems.
- b. The current practice is to have departmental chairs or SLO coordinators make all changes in eLumen when SLOs are changed. This requires a thorough, expert knowledge of eLumen operational programming, beyond that of a typical eLumen user.

- c. It was discussed that many chairs do not have the interest or resources to become experts in eLumen programming. The APC representative reported that the chairs expressed a preference for creating a workflow, wherein eLumen updates could be completed in a centralized fashion rather than by individual chairs/SLO coordinators.
- d. The curriculum representative suggested any centralized workflow to the eLumen SLO update process should occur between semesters – Once in winter and once in summer. This will ensure that changes to updated SLOs in eLumen happen after the current semester, in which the old SLOs were in effect.
- e. **A possible workflow was discussed (see Action item).**
- f. The AFT representative inquired at the impetus for these changes, as these changes constitute a shifting of responsibility, and thus authority, from the chairs onto the COC and staff. Given the impetus for this change came from the chairs themselves, the committee decided that this particular change was reasonable. That said, the committee agreed that any such future changes should always be enacted with caution in mind.
- g. **Action:** The COC recommends to the senate that following workflow for eLumen SLO updated: After the new/changed SLOs have been approved by the curriculum committee (as a part of the COR approval process), the COC chair will identify all the SLOs that have been changed, including the nature of those changes. This information can be readily identified on the curriculum minutes. The COC chair will then this information to a designated staff person with extensive, expert-level knowledge of eLumen. This person will be appointed by Academic Affairs. This person will then make any all necessary updates to eLumen, with an effective date of the next regular academic semester (approved by acclamation – Gonzales/Fields – M/S).

#### 4. SLO/PLO/ILO Mapping

- a. The committee discussed SLO/PLO Mapping.
  - i. The committee identified two broad types of programs that need to have their program-level PLOs (Program Learning Outcomes) mapped to the course-level SLOs (Student Learning Outcomes) for all courses in the program. A total of 106 programs are **departmental programs** housed in a particular department. As such, those departments are the reasonable stakeholders to do the SLO/PLO mapping.
  - ii. Previously, the departments were asked to do this mapping, with minimal guidance from the COC. Some departments responded and others did not. As such, the current mapping in eLumen may or may not be accurate. As such, SLO/PLO mapping needs to be re-done, ensuring actual discipline faculty map the program-level PLOs to the course-level SLOs.

- iii. **Action:** The COC recommends to the senate that the COC hold a Pierce Assessment Day on Friday 1/26/18 from 8:30am-12:30pm to assist all departments with this mapping. The office of institutional effectiveness will work with the COC to create templates from eLumen to make this mapping as straightforward and clear as possible. If a department/discipline chooses not to send a representative to this day, the due date to return these templates to the COC will be on a day after the assessment day, such as Friday 3/2/18 (approved by acclamation – Pillado/Moses – MS).
- b. The committee discussed SLO/ILO Mapping – All course SLOs should map to at least one ILO. Previous SLO curriculum addendum documents prompted departments to map their course to ILOs. The current addendum has no such prompting. The COC designed a revised addendum, adding SLO/ILO mapping to the current SLO addendum form. **The COC proposed this change to the curriculum committee.**
5. It was announced that the next meeting would be February 15<sup>th</sup>, 2018 and the meeting was adjourned at 3:35 p.m.

Minutes respectfully submitted by Jennifer Moses