LEARNING OUTCOMES TEAM (LOT) 
MEETING MINUTES

**Present:** Erika Endrijonas (co-chair), Linda Kama’ila (co-chair), Marlene Dean, Karen Engelsen, Gloria Guevara, Lisa Hopper, Carolyn Inouye, Bola King-Rushing, Chris Mainer, Jim Merrill, Mati Sanchez, Christina Tafoya

**Guests:** Gilbert Rocha (ASG)

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**Meeting Date:** 03/01/11  
**Minutes Approved:**  
**Recorded By:** Betty Hough

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<tr>
<th>AN = Action Needed</th>
<th>AT = Action Taken</th>
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**DISCUSSION/DECISIONS**

I. Welcome and Additions to the Agenda  
   The meeting was called to order at 2:05 p.m. There were no additions to the agenda.

II. Approval of Minutes  
   AT The February 15, 2011 minutes were accepted as presented.

III. ACCJC Rubric for Evaluating Institutional Effectiveness – SLOs  
   Erika distributed a handout from ACCJC entitled *Rubric for Evaluating Institutional Effectiveness – Part III: Student Learning Outcomes*. The program review version of this will be distributed at the next PEPC meeting.

   Awareness – Ten years ago Linda and Cheryl had training. Six to seven years ago Scott Corbett did training. The last bullet was interpreted to only do at the ________________________ level.

   Development – Management turnover didn’t help. CSLO form – we ask whether they are assessing but we do not inquire what their strategy is.

   Should committee discuss and then present to the Academic Senate?

   Recognition standpoint to give kudos to faculty.

   Sense from adjunct faculty that they need help and that they also don’t know why we are doing this.

   _____________ for more information.

   Proficiency:
In recommendation from visiting team, we need to accelerate our progress so we meet proficiency by 2012. All colleges must report on their status in fall 2012 no matter where they are in their reporting cycle.

Item #4 – There is widespread institutional dialogue about the results. The suggestion was made to agendize this topic at department meetings.

Item #7 – Appropriate resources continue to be allocated and fine-tuned.

Item #8 – Comprehensive assessment reports exist and are completed on a regular basis. Are we doing this?

Item #9 – CSLOs are aligned with degree SLOs.

Item #10 – Students demonstrate awareness of goals and purposes of courses and programs in which they are enrolled. (Tough nut to crack. Gloria’s comments...

IV. Sample Rubrics for CSLOs

Linda distributed a handout entitled Holistic Critical Thinking Scoring Rubric.

After much discussion the committee decided to go with a 5-point scale of 0-4.

0 – Students demonstrate little or no proficiency in this area.

1 – Students demonstrate less than satisfactory proficiency in this area.

2 – Students demonstrate satisfactory proficiency in this area.

3 – Students demonstrate better than satisfactory proficiency in this area.

4 – Students demonstrate excellent proficiency in this area.

V. How are PSLOs Coming Along

VI. eLumen Teleconference/Webinar

Julia McGregor, our eLumen trainer and point person, will send the documents from today’s presentation.

Julia will be here for training on April 28th and April 29th.
She will develop the training sessions depending on where we are and how much data gets entered into the system. Carolyn anticipates 2-3 hour sessions on Thursday and on Friday. Attendees will include eLumen coordinators, department chairs and/or LOT Committee members.

VII. Additional Items

The deadline for CSLOs is April 1st.

The fall schedule is going online March 21st.

Assessments are due before faculty leave for summer break. Are people following their assessment calendars? This is not a matter of the number of courses existing, but rather that all courses are put on an assessment cycle. Use the form that exists because we will be going to eLumen soon. For courses that we could not offer due to budget cuts, just make a notation somewhere.

VIII. Adjournment

There being no further business, the meeting adjourned at 4:00 p.m.

The next meeting is scheduled for April 5th.