LEARNING OUTCOMES TEAM (LOT)
MEETING MINUTES

Present: Erika Endrijonas, Karen Engelsen, Gloria Guevara, Lisa Hopper, Chris Horrock, Carolyn Inouye, Linda Kama'ila, Bola King-Rushing, Christiane Mainzer, Gilbert Rocha and Christina Tafoya

Meeting Date: 09/06/11 Minutes Approved: 05/03/11 Recorded By: Grace Schneider

AN = Action Needed  AT = Action Taken  D = Discussion  I = Information Only

DISCUSSION/DECISIONS

I. Called to Order I The meeting was called to order at 2:08 p.m.

II. Additions to Agenda I No additions to the agenda.

III. Approval of Minutes I E. Endrijonas noted that C. Tafoya’s name was spelled wrong and would be corrected. Erika also mentioned that the minutes would be available on SharePoint by academic year.

C. Inouye moved to adopt the May 3, 2011 minutes as amended. B. King-Rushing seconded and the motion passed unanimously.

IV. Progress Report on eLumen and SLOs

E. Endrijonas reported that SLOs can be found in SharePoint under the Curriculum tab, as well as in eLumen.

B. King-Rushing reminded everyone that any SLO updates in eLumen should also be done in SharePoint. He is available if anyone needs assistance. He also mentioned that they would like to see instructors using eLumen for assessments. L. Hopper and B. King-Rushing are working on getting information from Banner into eLumen in an easier fashion. SLOs (courses, rosters, etc.) for current semester will be loaded the day after census. Live connection between Banner and eLumen is not possible. E. Endrijonas reiterated the importance of entering all info on classes before census day. B. King-Rushing talked about the next step being in the SLO at end of semester reporting and analysis. Prior semesters’ data is always available for reporting and analysis as well. Courses suspended or deleted need to be removed. 89% of courses have SLOs, but only 12% submitted data.
Program Assessment Calendars (Cycles) are also in SharePoint on the Curriculum page.

Please make L. Kama‘ila, B. King-Rushing and/or E. Endrijonas aware of any software issues. E. Endrijonas mentioned that the LOT webpage needs to be cleaned up 9/30. The STEM Grant ending and B. King-Rushing will be put on the Title V Grant to develop online tutoring Kathy Spencer is still working on website cleanup.

L. Kama‘ila advised that tutoring is one of LOT’s goals. How do we identify and take advantage? If data is entered and available, then it can help us identify and address issues. Multi-prong approach for student’s success-counseling and tutoring-developing writing center in LRC Diva overhauled the tutoring area but will go to department meetings and let them know what has changed. LOT minutes and reporting should show this, so they can see we are responding in the proficiency area. Early Alert System is the tool to make this happen. Tie all ways together to make students and their success holistic.

E. Endrijonas advised that Online tutoring is about making it available for a wide array of students and for OC’s Rec #7 to ensure that we have all the services available for students regardless of mode of delivery.

Part of Title V Grant gives Bola time to work on this and to hire online tutors.

V. LOT Goals for 2011-2012

Website clean-up. Motivating faculty to complete assessments, Deadline calendars in eLumen and other faculty/staff need to be familiar with eLumen. E. Endrijonas proposed: how do we assess GE SLOs? This will be agendized at next meeting. E. Endrijonas mentioned that GE SLOs are in SharePoint under the Curriculum tab.

VI. Revised Rubric for SLOs from the ACCJC

VII. Proposed Adjustment to Meeting Schedule

VIII. Adjournment

The meeting was adjourned at 3:22 p.m.

IX. Future LOT Meeting

Tuesday, October 18, 2011 p.m., at 2:00 p.m. in the President’s Conference Room