



*Create a campus culture where outcomes are understood and valued and where assessment functions as a resource leading to improved instruction, curricula, programs, and/or services. (2016)*

12-1220 • 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays • 2:45-4:15pm

## MINUTES (May 1, 2018)

### Attendance:

X	Fawaz Al-Malood Associate Dean, Business	X	Chris Jackson, Professor, Kinesiology	X	Doug Mullane Professor, English, Literature and Journalism
X	Christina Cammayo Professor, Nutrition and Food	X	Mark Lowentrout, Co-Chair Associate Dean, Arts		Jim Ocampo Director, Assessment and Matriculation
X	Mary Ann Gomez-Angel Professor, Adult Basic Education		Parisa Mahjoor Professor, Chemistry		Lori Walker Professor, Learning Assistance
X	Jason Hayward Professor, Counseling	X	Karen Marston Professor, Music	X	Emily Woolery, Co-Chair Professor, Library
X	Jonathan Hymer Professor, Electronics and Computer Technology	X	Annel Medina Tagarao Educational Research Assessment Analyst		Vacant Student, Associated Students

**Approval of Minutes:** Committee members approved minutes from the April 17, 2018 meeting.

### Old Business

- President's Award for Excellence and Innovation in Teaching and Learning
  - The award deadline is May 7.
- Outcomes Committee Purpose and Function Statement
  - Per a request from President's Advisory Council (PAC), and with clarification from PAC and Academic Senate, committee members agreed to set terms for the management appointees. The following terms were set:
    - 2016-19: Fawaz Al-Malood, appointed by the Vice President of Instruction
    - 2015-18: Jim Ocampo, appointed by the Vice President of Student Services
  - Action: Emily will forward the revised Purpose and Function Statement to PAC.

### New Business

- Funding Request for Adjunct Involvement in Departmental Outcomes Activities
  - Committee members accepted follow-up reports from the following areas: Library and Learning Resources Division, Public Safety – EMS, and World Languages – French. (II.A)
  - Action: Emily will post follow-up reports on the committee's website.

- Committee members suggested a template be developed for the Request and Follow-up documentation.
- Action: Emily will bring draft templates to the May 15 meeting.
  
- Outcomes Committee Style Guide Task Force
  - This task force will meet after today's meeting.
  
- Year-End Reports
  - Committee members reviewed draft year end-reports and agreed Emily may forward them without bringing them back to the committee.
    - 1) Academic Senate
    - 2) Committee Goals and Progress Report
  - Action: Emily will forward reports to (1) Academic Senate and (2) PAC.
  
  - Committee members discussed the goal, "*GOAL #2: Use of mapping process monitored, facilitated, and evaluated.*" (I.B)
  - Action: Committee members agreed to check outcomes mapping in TracDat (Nuventive Improve) for 1-2 courses in their areas. Members are asked to provide feedback at the May 15 meeting about:
    - Completion of mapping for chosen courses,
    - Ease of finding mapping area,
    - Ease of conducting mapping across course SLOs to ILOs, and
    - Other experiences with conducting outcomes mapping in TracDat (Nuventive Improve).

**Open Issues** (tabled until further notice)

- Outcomes Assessment and Multiple Measures Implementation
- Student SLO Project