

# Student Learning Outcomes Committee

## Meeting Agenda

### March 2015

Members Present: Lupe Alvarado, Fran Cummings, David Dawson, Karleen Curlee, Rachel Garcia, Loy Nashua, Daniel Osman, Barbara Salazar, Adam Wetsman

- I. Review of ACCJC Recommendations – The committee reviewed the recommendations and the tentative responses from the college, approving the language below as preliminary draft responses.

- a. Connect program and general education SLOs to courses.

**ACCJC Language** - "[C]ontinue its work to fully connect program SLOs to the courses where SLOs are achieved, including for General Education. This should be made fully transparent in SLOolutions or future software to manage College SLOs."

**Rio Hondo Response** - Starting in the Spring 2015 term, all courses where SLOs are achieved were evaluated to determine whether they have program or general education SLOs associated with them as well. The goal was to ensure that all courses have both SLOs related to the specific course as well as one or more SLOs related to a program or general education. This was done by faculty, the SLO Committee members, and academic deans. Faculty developed SLOs for programs for those courses in need of them.

This is an ongoing process and will be continued into the future. Academic deans, faculty, and the SLO Committee will regularly monitor all courses to ensure that they have program and general education SLOs connected to them.

- b. Tracking of SLO assessment

**ACCJC Language** - "[C]ontinue to track and monitor the assessment of course SLOs to ensure that a course SLO is assessed one semester each academic year (per the College's own plans and recently negotiated Collective Bargaining Agreement) and that all SLOs are assessed with a six-year program review cycle."

**Rio Hondo Response** - The Collective Bargaining Agreement between the faculty and District was modified in May 2014, and specified that faculty must assess course SLOs every year. In order to ensure that this is being done, Rio Hondo has developed a process that includes regular emails to faculty about this requirement, presentations by members of the SLO Committee in division meetings, and academic deans.

Faculty are also notified that all SLOs for a course be assessed at least once during every six-year program review cycle. In order to track this, the timing of SLO assessment will now be incorporated into program review documents, a change from the past. This will be implemented starting with the 2015-2016 program review cycle.

c. SLOs in Syllabi

**ACCJC Language** - “[D]evelop a process for ensuring that course SLOs are included in the syllabi provided to students for every class section offered.”

**Rio Hondo Response** - Commencing in the Spring 2015 term, division deans began requesting syllabi from all faculty for all of their courses. The syllabi are checked to ensure that they contain SLOs.

d. SLOs for Non-Credit and Community Education Courses

**ACCJC Language** - “[I]mplement SLOs for non-credit and community education courses.”

**Rio Hondo Response** - Student learning outcomes have been created for all non-credit and community education courses that are being taught at Rio Hondo College and have been entered in SLOolutions. When new courses are offered through these programs, SLOs will be developed prior to them being offered. All instructors teaching these classes will be given information about how to collect SLO data and engage in assessment. Finally, the Community Education office will ensure that SLOs are made available to all students taking non-credit and community education courses.

- II. SLO Committee Member Roles – The roles of committee members were reviewed. A key component of their roles is to help faculty in their divisions to understand what is needed in order to fulfill obligations relating to SLOs.
- III. Adam Wetsman informed the committee that he has requested that the SLO Coordinator position be supported to a greater extent by the college. Currently, there is only 20% reassigned time provided to the position. An informal survey of participants at the March 6<sup>th</sup> Southern California SLO Symposium revealed that this was the lowest level of support by far. Many colleges had administrators and/or classified staff assigned to SLO work or had reassigned time that was at least double that offered by Rio Hondo. The request by Adam Wetsman was to double the reassigned time and to provide institutional support during the summer months. This latter request is especially important since there will be review of the follow up report that must be done in order to meet the October 15<sup>th</sup> deadline.
- IV. SLOs on Degree Website – It was discovered that degrees that have been added over the last year do not have SLOs listed on the college website. This is something that will be addressed in the near future.

- V. ACCJC Annual Report – Rio Hondo must submit an annual report to the ACCJC. The committee reviewed the responses relating to SLOs. These responses had been forwarded to Kenn Pierson and Howard Kummerman for inclusion in the report. This report is due over Spring Break, so they had to be tended too quickly.
- VI. SLO Workshop - The SLO Symposium was held on March 6<sup>th</sup> at Rio Hondo for colleges in Southern California.
- VII. Adjournment