OUTCOMES AND ASSESSMENT MEETING - September 14, 2021, 2:00pm

Members Present:
Kevin Howell
Betsy Lane
Jill Kitzmiller
Patrick Kjellander
Romano Sanchez Dominguez
Yolanda Catano
Pearlie Baluyut
Valeria Hernandez (ASG Representative)

Absent:
Rosalba Jepson
Kathy Rodriguez

Visitors:
Christina Tafoya
Brett Houser

Recorder:
Dixie Krimm

1. Opening of the Meeting
A. Call to order- Kevin called the meeting to order at 2:02 pm

2. Action Item
A. Approval of Minutes - May 11, 2021
M/S/C (Yolanda Catano/Carmen Bravo) to approve the minutes of June 8, 2021. Motion carried.

B. Committee Self-Evaluation
M/S/C (Jill Kitzmiller/Patrick Kjellander) to approve the committee self-evaluation form as presented.

3. Discussion Item
A. Assessment Collection Process
- Christina recommended the process be included as part of the Handbook that is being developed.
- Kevin - All items from the Canvas website will be moved to the handbook, a link to can be included on the program review handbook as well to tie the items together.
- Full time and part-time are required to assess SLOs. Clarification: If creation of SLO is done by the part-time faculty member that is when they would get paid.

For Reference:
Excerpt from May 5, 2021 Academic Senate Meeting:
1. First Read: SLO Form - Kevin Howell
(M/S Allyn Leon/Hope Davis/tabled) to review the SLO Form. (Tabled in order to request final approval vote)
- Canvas form for three-year cycle that follows with the comprehensive program review, the flow chart is on the website
- The closing of the loop form which was previously used in SPOL was reviewed; to provide for a more user-friendly experience
- These processes are being brought forward to be approved as the formal process for collecting and assessing outcomes
- This is the form and process that is to be used by all faculty full and part-time that are required to complete the assessment process

Senate President Epps to table the first motion and request final approval motion:
(M/S/C Jia Sun/Veronica Soto) to approve the SLO Form as presented. Motion carried.

4. Information Items
A. Membership Update

Welcomed Pearlie Baluyut as new committee member.
Welcomed Valeria Hernandez as ASG Representative.
Welcomed Brett Houser, visitor.
- The committee should reflect on whether representatives that have votes should remain with faculty or include all those on the list.
- Christina suggested that Kevin put out a call for feedback from faculty members regarding committee processes.

Committee Composition:
SLO Coordinator and Administrative co-chairs
Academic Senate appointees from each division on campus
• Arts and Letters (2)
• Math and Science (2)
• Economic and Workforce Development (2)
• Health and Public Safety Division (2)

- Counseling (3-4)
- Student Affairs & Enrollment Services
- Library/Instructional Resources (1)
- one Adjunct Instructor

One dean from Student Services
One dean from Academic Affairs
One representative from Institutional Effectiveness
One Classified employee
One Confidential Employee
One ASG representative (non-voting)

B. Update on SLOs and PLOs
- 72 faculty members submitted data for SLOs
- Data that was submitted via Canvas has been moved over to Nuventive
- Department chairs have planned when assessments will be completed

C. Nuventive Update
- Nuventive allows faculty members to complete assessment data without having to log into the system; invites will be sent through the Nuventive system
- Concentrating on Spring 2021 SLOs; then moving to PLOs
- All SLO's need to be reviewed on a 3 year cycle; Fall 2021 to be sent in October; assessing in Fall 2021 form would be submitted 6 weeks into the following Spring semester.
- Upcoming trainings and recordings are posted on the Institutional Research website.

5. Next Meeting
A. Next meeting - Tuesday, October 12, 2021 2:00 pm

6. Adjournment
The meeting adjourned at 2:58 pm

In accordance with the Ralph M. Brown Act and SB 751, minutes of the IVC Outcomes and Assessment Committee record the votes of all committee members as follows:
(1) Members recorded as absent are presumed not to have voted;
(2) the names of members voting in the minority or abstaining are recorded;
(3) all other members are presumed to have voted in the majority.