LOS ANGELES SOUTHWEST COLLEGE
STUDENT LEARNING OUTCOMES (SLO) COMMITTEE

Minutes
Thursday, 11/3/05
2:30 p.m.
President’s Conference Room

Present:
Glenn Yoshida, Eromo Kelbisow, Linda Larson-Singer, Nedra Wheeler, Loan Le, Dan Walden, Leticia Barajas, Sheila Johnson, Marian Ruane, Pat Lewis

Absent:
Igor Daza, Mary Gallagher, Nouha Toure, Scott Thayer, Earnestine Thomas-Robertson, Thelma Lenora, Leige Henderson

1. Welcome & Introductions
   Glenn Yoshida opened the meeting at 2:38 pm in the President’s Conference Room.

2. Approval of Minutes
   The minutes of 10/13/05 SLO Committee meeting was approved with no corrections.

3. Approval of Agenda
   The agenda was approved by consent with no further modifications.

4. OLD BUSINESS

   a. Preparation for SLO Faculty Workshop (11/21/05)

      The first workshop is scheduled from 12:30 – 2:00 pm and the second from 5:00 – 6:30 pm for evening faculty. The location will be determined later. The following volunteered to be workshop facilitators: G. Yoshida, D. Walden, M. Ruane (5:30), L. Le (12:30), L. Barajas, and E. Kelbisow (12:30). The guidelines for SLO development, approved by the Senate, will be distributed to faculty at the workshop. In addition, a worksheet for SLOs (adapted from LACC’s SLO Matrix) will be developed (by G. Yoshida, S. Thayer, L. Larson-Singer, E. Kelbisow) and utilized. Linda Larson-Singer and Pat Lewis volunteered to develop a fictitious course outline with objectives that can be used as a beginning workshop assignment. The workshop format will begin with a 10 minute overview, 15 minutes with Linda and the fictitious course outline, 15 minutes small group work, and 20 minutes of sharing SLO results. G. Yoshida will request Staff Development funding for food, recruit faculty participation (goal of at least 32 disciplines represented) from the Department Chairs, and send out flyers/emails with RSVPs.

   b. Preparation for SLO Townhall Meeting and Institutional SLOs (11/14/05, 11:45 am – 1:00 pm)

      G. Yoshida shared a conversation that he had with Dr. Levy earlier during the week regarding the Townhall meeting. An “admission ticket” could be a student’s answer to the question: “What are the most important things (knowledge, skills, and/or attitudes/beliefs) you hope to gain from your experiences at LASC?” After G. Yoshida’s sharing of questions he posed to his students in class, it was decided to use the following questions:
      1) What do you think most students expect/hope to gain from their experiences at LASC?
      2) What are the most important things students should know when they leave LASC?
      3) What are the most important things students should believe or feel when they leave LASC?
      4) What are the most important things students should be able to do when they leave LASC?
      5) What do you want the college to do for you?

      Classroom faculty will pose these questions to at least one class and non-teaching faculty, staff, and administrators will ask at least one student to answer the questions. Each student’s paper should have their name and instructor/staff/administrator’s name on the back for a door prize drawing.

      Dr. Levy and G. Yoshida initially suggested that three students from a Theatre Arts class be introduced on stage and role play based upon Dr. Levy’s LASC student profiles. Pat Lewis had agreed to interview the students and ask them questions similar to the questions on the “Admission Ticket.” After further discussion, L. Barajas suggested that videotaping the interviews prior to the Townhall meeting would be more efficient with the time constraints. Everyone agreed. Pat Lewis will work on the videotaping project.
After viewing the videotape, a brief summary of SLOs will be given that will tie in the students’ responses to institutional SLOs. The audience will break up into small groups and discuss common themes/values that they heard, share results from “Admission Tickets,” and include additional feedback. A note taker will record information agreed upon and submit the form to the facilitators. The meeting will conclude with an evaluation of the meeting and the question, “What results did you observe that was so surprising?” L. Barajas agreed to project information on the screen with a laptop.

5. NEW BUSINESS
   a. Assessment Management and Reporting—TABLED AND WILL BE ON NEXT AGENDA.
   b. Budget for SLO-related conferences, workshops, etc.—TABLED
   c. Think about a timetable for completion of SLOs at all levels?—TABLED
   d. Review of Self-Study Report (SLO-related issues & Planning Agendas)

G. Yoshida distributed a summary of SLO-related planning agendas from the draft Self Study Report (Standard IIA). The following planning agendas were shared and agreed upon:

- The SLO Committee will investigate appropriate assessment management software and strategies.
- An all-campus Townhall meeting in November 2005 will be conducted to assist in the identification of institutional SLOs.
- By the end of Spring 2006, the college will establish institutional SLOs and will have developed a comprehensive timeline for completion of identification, assessment, and evaluation of SLOs at the course, program, and institutional levels.

6. Adjournment
   The meeting was adjourned at 4:30 pm. Next meeting will be on 11/17/05 at 2:30 pm in PCR.

Respectively submitted by G. Yoshida