

**GLENDALE COMMUNITY COLLEGE  
LO COMMITTEE  
MINUTES ADOPTED  
Thursday, May 31, 2018 – 12:30 – 1:30  
AD 121**

Meeting was called to order at 12:34

**Present:** David Yamamoto, Tiffany Ingle, Susie Chin, Paul Sherman, Yvette Ybarra (Chair), Charlotte Schulten, Sarah McLemore, David Fulton (Proxy for Reid Kerr), John Rome, Nick Smith, Sevada Isayan, Terrence Yu.

**Absent:** Jennifer Krestow, Victoria Buresch, Adam Roberts, Nick Smith, Eric Margaryan , Elodia Collins, Reid Kerr, Kirk Vaughn, Elizabeth Fremgen, Margaret Mansour

**Guests:** Ed Karpp, Daphne Dionisio

**Quorum:** 12/19

**APPROVAL OF MINUTES – April 26, 2018  
MSC Rome /Isayan**

• **INFORMATION ITEMS**

	<b>OUTCOMES</b>
<p>Guided Pathways Daphne Dionisio</p> <ul style="list-style-type: none"> <li>• Information Items</li> </ul>	<ul style="list-style-type: none"> <li>• Institutional masterplan (see attached packet)</li> <li>• In relation to Guided Pathways</li> <li>• Bullet point Two in the packet – Increase dialog and learning outcomes and use assessment results to ensure strong linkage to Institutional Learning Outcomes, meta majors, and expectations of employers and transfer Institutions.</li> <li>• What outcomes are expected by employers?               <ul style="list-style-type: none"> <li>○ Happens at the program level</li> <li>○ How do we tie them to what students need and employers expect?</li> </ul> </li> <li>• Divisions need to further their research to match employers expectations?               <ul style="list-style-type: none"> <li>○ Re-examination of the outcomes to be certain that they serve the goal.</li> <li>○ Tuning USA attempting to look at every discipline and what competencies are expected by employers.</li> <li>○ What are other colleges doing to meet these goals?</li> <li>○ Through C&amp;I</li> </ul> </li> </ul>

<ul style="list-style-type: none"><li>• Training eLumen</li>          <li>• Office hours in summer and fall (computer lab)</li>          <li>• Non-credit and Garfield Cause of both students and course assess</li>          <li>• Will disaggregation be useful</li></ul>	<ul style="list-style-type: none"><li>○ Can there be a sub-committee/task force to look at these ideas and documents with Daphne and her office?</li><li>○ Fall is an appropriate time to look at TOP codes, program descriptions, core elements from C&amp;I.</li><li>○ Reading materials and articles will be sent from Daphne</li><li>○ Staff development committee, best practices for SLO writing needs to get to instructors. We may need to go around Division Chairs.</li><li>○ Division retreat day could be used to disseminate these ideas.</li><li>○ Task force will be formed</li></ul>          <ul style="list-style-type: none"><li>• Very useful</li><li>• The faculty training was filmed and will be available</li><li>• A few more training days will be available</li></ul>          <ul style="list-style-type: none"><li>• Office hours with Yvette Ybarra throughout the summer<ul style="list-style-type: none"><li>○ Various times of day to be available to many</li></ul></li></ul>          <ul style="list-style-type: none"><li>• Non-credit and Garfield campus<ul style="list-style-type: none"><li>○ Ybarra will go to the campus to detail the training and data load</li></ul></li></ul>          <ul style="list-style-type: none"><li>• Disaggregation can be turned off and will be called contextual</li></ul>
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<ul style="list-style-type: none"> <li>Data Load Calendar-set up calendar of data load (done)need to figure out what number to use, ticket number?</li> </ul>	<ul style="list-style-type: none"> <li>Better tracking of non-credit ESL to other non-credit to jobs or to credit. This will help us to track these students through disaggregation.</li> <li>The NA button can be used to remove students that have not been assessed</li> <li>We will go with a ticket number. <ul style="list-style-type: none"> <li>Lecture and lab means we may have 2 ticket numbers for each class</li> </ul> </li> <li></li> </ul>
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- NEW BUSINESS**

<p>1. Reflection Questions</p>	<ul style="list-style-type: none"> <li>See attached packet <ul style="list-style-type: none"> <li>Most instructors will assume there are no improvements to be made.</li> <li>We need faculty to use this as there is always room for improvement in our teaching and in the courses.</li> <li>Ideas: <ul style="list-style-type: none"> <li>Add a statement about improvement always being possible</li> <li>Add examples</li> </ul> </li> <li>How to get faculty to think about other ways of assessing <ul style="list-style-type: none"> <li>There are ways to assess students to optimize student learning through critical thinking, synthesizing knowledge</li> <li>Add examples</li> </ul> </li> <li>Supporting colleagues in their student's learning. Increased collaborative culture. <ul style="list-style-type: none"> <li>What assignments, activities supported student learning?</li> <li>Add examples</li> <li>How can I support colleagues and what support do I need?</li> <li>What can we do to increase collaborative teaching?</li> <li>Motion to approve Re-write of three self-reflection questions. See doc for full re-write.</li> <li>Rome/Isayan MSC Unanimous</li> </ul> </li> </ul> </li> </ul>
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Division/Department/course/ Program = student services	<ul style="list-style-type: none"> <li>Different sections of campus will have different titles but content and online ability will be mostly the same.</li> </ul>
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• **OLD BUSINESS**

<ul style="list-style-type: none"> <li>QFE</li> <li>Division chairs</li> <li>Learning Outcomes One Page Doc.</li> </ul>	<ul style="list-style-type: none"> <li>Motion to approve update to QFE</li> <li>Yamamoto/Isayan MSC Unanimous</li> <li>Have been sending lists of names for assessment roles</li> <li>All division chairs must be trained as a coordinator</li> <li>Myth vs Reality             <ul style="list-style-type: none"> <li>Remove the bold</li> </ul> </li> <li>Motion to approve one page sheet Myth VS Reality</li> <li>Yamamoto/Ingle</li> </ul>

• **Items to move to senate**

1. None	

• **Future Focus – Assessment Training**

**ADJOURNMENT:** 1:30  
**NEXT MEETING:** September 27, 12:30-1:30pm Room AD 121  
 Respectfully submitted by Paul Sherman  
 Reviewed by Yvette Ybarra (Chair)