Outcomes Committee Meeting Minutes

Zoom Meeting | May 17, 2022, | 2:30–3:30 p.m.

Attendance: Alyson Cartagena, Vann Priest, Caroline Durdella, Bonnilee Kaufman, Jeronimo Ribaya, Bianca Urquidi Aimee Ortiz, Cynthia Lewis, Julio Flores, Eric Caesar, Daniel Osman, Mike Javanmard, Lisette Acevedo,
Unable to attend: Consuelo Gutierrez (excused), Robin Babou, Kevin Barman, Richard Beckman, John Frala, Ryan Bronkar, Sean Hughes, and Don Miller
Guests: Elizabeth Ramirez, Kathy Burdett, Sarah Cote, Isai Orozco, and Connie Tan
NB: Motions and action items italicized in RED.

I. Welcome	A. The meeting commenced at 2:32 p.m. B. Cartagena welcomed committee members. We welcomed guests from IRP and Curriculum. Action item: Cartagena will take the minutes for today's meeting.
II. Minutes Approval	A. It was moved (Caesar) and seconded (Ribaya) that the minutes from November be approved. Unanimous approval.
III. Accreditation: Progress updates	A. Outcomes on syllabi: Miller created a business process for how and when syllabi are checked to ensure outcomes statements are correct and included. After feedback from Cartagena, Miller presented to Senate on April 5. As this is an administrative process, it does not need to come to PFC. Action item: Send the final version to Durdella. B. Outcomes statements in COR: Ramirez shared that the outcomes statements are already available in the COR. She provided a demo of what it looks like in CurriqUNET. Burdett agreed that they will be able to put together an ad hoc reports that will be forwarded to IRP. In the fall, it will need to be decided who within the Outcomes committee receives the notifications and will approve outcome statements, new and revised. Cartagena thanked Burdett and Ramirez for providing the demonstration and updates. Action item: Revisit and assign at the beginning of the fall term.
IV. Guided Pathways: Updates	Cartagena shared the results from the Institutional Effectiveness Partnership Initiative team visit. There were eight "options" from the team. Each element has already been addressed. The IEPI team appreciated how Guided Pathways and Outcomes has been integrated and thanked Lydia Gonzalez and Cartagena for working to unit their committees and efforts on campus.
III. IRP: New data visualization dashboards	The IRP team of Tan, Cote, and Orozco presented the new data visualization that will be available in Taskstream for fall planning. Durdella shared that this will allow the college to better manage outcomes work and to disaggregate outcomes data. Cartagena thanked Durdella and the IRP team for presenting and for making this Taskstream improvement possible. Action item: Provide training on new dashboard for Outcomes Committee members next year.

VII. Course Level Outcomes (CLOs)	A. Cartagena reminded the committee that the Close-the-Loop form for the fall planning is already available. The link for Fall 2022 is https://outcomes.riohondo.edu/ctl/. Cartagena previously sent the link in an "Outcomes: What's Due?" email. Action item: For the remaing spring semester emails, include the new CTL link for faculty. B. Assessment Data (Measures and Findings): Data is due for this academic year by June 30. Cartagena will hold four workshops before the close of the semester to help faculty input their data.
VII. Program Level Outcomes (PLOs)	New or revised PLOs need to be submitted to Cartagena by May 17 so they may be included in the 22-23 catalog.
IX. Adjournment	A. Cartagena thanked the committee for their dedication and hard work for the last four years. We have accomplished so very much, and it wouldn't have been possible without the support of the committee. B. The meeting adjourned at 3:17 p.m.
X. Next meeting	A. The next meeting will be in the fall.

Submitted,
Cartagena, 5/20/2022