



## Outcomes Committee Meeting Minutes

Zoom Meeting | March. 15, 2022 | 2:30–3:30 p.m.

Attendance: Alyson Cartagena, Vann Priest, Bonnilee Kaufman, Jeronimo Ribaya, Robin Babou, John Frala, Aimee Ortiz, Richard Beckman, Cynthia Lewis, Kevin Barman, Julio Flores, Eric Caesar, Mike Garabedian, Daniel Osman, Lisette Acevedo, Consuelo Gutierrez  
Unable to attend: Caroline Durdella (excused), Bianca Urquidi (excused), Ryan Bronkar (excused), Sean Hughes, Mike Javanmard, and Don Miller (excused)

*NB: Motions and action items italicized in RED.*

I. Welcome	A. The meeting commenced at 2:32 p.m. B. Cartagena welcomed committee members. There were no guests due to the ACCJC visit. <i>Action item: Cartagena will take the minutes for today's meeting.</i>
II. Minutes Approval	<i>A. It was moved (Priest) and seconded (Ribaya) that the minutes from November be approved. Unanimous approval</i>
III. Can Canvas be utilized to gather outcomes data?	A. Continuing the educational series, Cartagena provided a poll to Outcomes members. 67% said “yes”, 22% selected “no” that Canvas could/could not be utilized to gather data. Cartagena explained the process and that although it takes time to set up in the beginning, it can be rolled over for each semester, and can be shared with other faculty. Frala agreed that the process requires some work, but is very beneficial for gathering data and having a record of outcomes assessment. She shared the pie charts and graphs viewable in the Learning Mastery Gradebook. Ribaya shared that he was unaware of this option and recommended a FLEX day activity. Cartagena shared that many workshops have been conducted in the last three years and that there is a section within the Outcomes pages in the FRC dedicated solely to this topic. She believes that faculty may not have been ready for it before. However, there may be increased demand now that the pandemic has subsided, and more faculty are familiar with Canvas. B. <i>Action item: Committee members take this idea back to their divisions.</i> <i>Action item: Conduct additional workshops this spring to help faculty with this approach.</i> <i>Action item: Remind faculty that resources to do so are available in the FRC.</i> <i>Action item: Check to see if videos exist for the creation of outcome rubrics in Canvas.</i> <i>Action item: Continue to review outcomes concepts during meetings.</i>
III. Guided Pathways: Updates	Cartagena shared that the grant for GP is coming to an end so that College is looking at ways to sustain the GP efforts. In addition to reevaluating the roles of the tri-chairs the college may address the gaps in onboarding (beginning of the path) and transfer/job placement (end of the path) as the focus has been on students in the middle of the path.

<p>IV. Accreditation</p>	<p>The ACCJC team will conduct interviews regarding two outcomes related topics including how does curriculum review work with the program reviews and course reviews and where do outcomes live within Curriculum. Cartagena opened the floor for discussion about what would the committee like to be shared. Ribaya asked if the outcomes/COR recommendation would be shared and Priest offered, “different cycles doesn't mean they're disconnected. It simply means the faculty aren't doing all the work at the same time. Gutierrez stated that we should be honest in our evaluation and that “we've recognized some weaknesses and we truly are making strides towards improvement”.</p> <p><b>Action item: Cartagena will provide the ACCJC team the above information and will email committee members this week with updates regarding the ACCJC feedback and exit meeting.</b></p>
<p>VII. Course Level Outcomes (CLOs)</p>	<p>A. Cartagena shared that the presentation to Senate Exe about our recommendation that “Outcome statements should be evaluated and approved by the Outcomes Committee before first reading in curriculum” was met with a lot of resistance. After a lengthy thirty-minute conversation, Senate exec decided to wait until ACCJC made its recommendations. Cartagena noted that Senate Exec had received false information about the recommendation and additionally was misinformed about general Outcomes work.</p> <p><b>Action item: Conduct Outcomes workshops in the fall solely for Senate Exec members.</b></p> <p>B. Cartagena reported that she is still getting CTL forms in March (over the weekend) which were due in October. There was discussion about closing the “Fall 21 CTLs” and establishing a cut off date for next year’s CTL. Garabedian motioned and Priest seconded a recommendation that the CTLs be closed two weeks before Program Plans and Program Reviews are due. Motion passes unanimously.</p> <p><b>Action item: Bring this item to IRP.</b></p> <p>C. Ortiz motioned and Frala seconded that the “Fall 21 (AY 2020-2021) CTLs” be closed immediately. Motion passes unanimously.</p> <p><b>Action item: Cartagena will coordinate with IT.</b></p> <p>D. A request was made by Ortiz to have the “Fall 22 (AY 2021-2022) CTLs” be available immediately so faculty can being work.</p> <p><b>Action item: Cartagena will coordinate with IT to have it available after spring break.</b></p> <p>E. Assessment Data (Measures and Findings): Data is not due for this academic year until June 30, however, the recommendation of the committee is for faculty to go ahead and input their fall data.</p> <p><b>Action item: Remind faculty to input their assessment data for the Fall term, if they have not already done so.</b></p>
<p>IX. Adjournment</p>	<p>A. The meeting adjourned at 3:06 p.m.</p>
<p>X. Next meeting</p>	<p>A. The next meeting is April 19 at 2:30PM.</p>

Submitted,  
Cartagena, 3/22/2022