Student Services LSO Committee

February 24, 2020

Notes

<u>Present</u>: Tanisha Maxwell, Rachel Anicetti, Nina Ghiselli, David Reyes, Steven Freeman, Carla Rosas, Dave Belman, Jorge Cea

1. Review/Approve minutes from 11/22/19 meeting.
2. Review first read draft of definitions/descriptions for the Student Services Guiding Principles.
    *   The first read was introduced during the LSO meeting on February 24, 2020. The team was working on the edits and submitted them on February 26, 2020.
    *   Dr. Maxwell introduced the following changes into the text: in the first paragraph <u>Equity & Inclusions</u> the word "ensures" in the second sentence should be changed to "strives for"; the word "services" in the third sentence should be capitalized; in the second paragraph <u>Student Engagement & Success</u>, in the last sentence a word "knowledge" should be put in front of the word "skillsets"; in the third paragraph <u>Empowering Student Services Professionals</u> the phrase "support institutional priorities and mission" should be put before the word "ensure" in two places close to the end of the paragraph; in the last paragraph <u>Commitment to Innovation and Creativity</u> instead of the word combination "react quickly" the phrase "are culturally responsive" should be placed. Dr. Maxwell marked the word "bias" in the last sentence of the last paragraph.

3. Follow-up on homework action items:
    a. Update LSO Worksheet
        *   Challenges with formatting;
        *   Status: Would be nice for this category to be more dynamic with/if/then statements;
        *   Measures: This category could be more dynamic too;
        *   How much documentation should go into?
    b. Complete CPRU Template for SS
        *   Template (formatting) Program Review/Assessment;
        *   Content (assessment, evaluation, closing the loop);
        *   Data storage;
        *   Annual LSO update template
        *   SLO update White paper – partner with Rachel;
        *   SS Assessment webpage (store on TLC).
    c. Read the Statement Learning Outcome Document and identify the areas that need updates from SS
4. Debrief on SS CPRU template for LSO's
    a. Where are your LSO's at in the assessment loop process?
    b. Are they completed?
    c. Were they abandoned?
    d. Are they in progress?
    e. How have you closed the loop?

     f.   How will you assess and evaluate your LSO's annually over the next 3 years?
5. Accreditation Evidence for Student Services Learning Outcomes
    a.   https://www.losmedanos.edu/programassessment/index.aspx
    b.   Need SS Program Review Assessment results from 2011-2012.