

Present: Marci Lapriore (**Chair and CSLO/PSLO Assessment Coordinator**), Jacob Boyle (LMCAS Representative); Roseann Erwin (Librarian, Brentwood); Nina Ghiselli (Counseling Co-Department Chair), Rikki Hall (A&R Director), Natalie Hannum (Vice President of Instruction), Chialin Hsieh (Sr. Dean, Planning & Institutional Effectiveness); Morgan Lynn (Curriculum Chair/English Faculty); Tanisha Maxwell (Vice President of Student Services), Briana McCarthy (PIP Program/Biology Faculty); Ryan Pedersen (Dean of Instruction: Math and Sciences); Tue Rust (Math Faculty); Adrianna Simone (GE Chair/Social Justice Faculty), Ryan Tripp (Social Science Faculty/PT Faculty at Large); Shondra West (Note Taker)

Absent: Lenea Pollett (Nutrition Faculty) and Patrice Moore (Career Education/Nursing Faculty),

Guest: Cindy McGrath (Journalism Faculty)

CURRENT ITEMS

Location: Online Zoom Meeting

1. **Meeting called to order:** 2:33pm

Tue Rust shared the math department's experience using eLumen for assessments and course outline revisions. Marci Lapriore provided context about the assessment process whereby certain departments are piloting it. There are bugs with the system that requires eLumen software updates, which the committee expressed what they have experienced and concerns about what impact it will have with approving courses at the state level. Morgan Lynn shared the course revision process using the new eLumen template and reassured everyone's patients that the glitches are being worked on before going live campus-wide.

2. **Announcements:**

- The committee acknowledged Richard Livingston's passing and his great contributions to the college. Members shared wonderful moments working with R. Livingston, e.g., working as interim President. Richard will be missed as a legacy to LMC.
- Adrianna Simone shared committee vacancies, and faculty are welcome to join: SGC, Planning, PDAC, LPG, etc.

3. **Approval of the Agenda:** **Action:** Approved, unanimously

4. **Approval of the 10/12/21 Minutes:** **Action:** Approved with changes: T. Rust was absent; 1 abstention A. Simone

5. **Assessment Cycle Update & Review** – M. Lapriore gave an assessment cycle update stating that assessment reports are being received with an intention to close the loop for the semester (Fall 2021). M. Lapriore is working with Beth Ann Stone regarding the number of assessments submitted and those outstanding. After the assessment cycle concludes this semester (Fall 21), eLumen program will be used moving forward. An email was sent to departments that have outstanding assessments.

6. **Update on PSLO Assessment 2021-22** –

- Natalie Hannum gave an update about using the backward design to assist with completing PSLOs. N. Hannum shared Briana McCarthy is working on developing a plan

that will help departments determine if the PLSOs are accurate and legitimate. This is a big question of the institution as the college is evolving. The focus flex date may change due to the speaker's availability.

- B. McCarthy gave a PSLO assessment update sharing the purpose of the focused Flex, whereby the intent will help departments (Instructional and Student Services) examine whether the goals SLOs address relevant skills and knowledge students should have. In addition to developing goals and outcomes that reflect the skills and knowledge. B. McCarthy shared that the facilitator has experience with backward design/learning unit design and with helping departments develop clear program statements. The outcome during Spring 2022 after the Flex is for TLC to provide ongoing support using program teams to work on refining PSLOs goals and outcomes in a mappable state to CSLOs.

7. **LSOs for Counseling**

Nina Ghiselli Counseling Co-Department Chair shared she is the Counseling rep on TLC. N. Ghiselli and Melissa are assisting with the instructional/student services program review and (Learning Student Outcomes) LSOs. Nina gave an overview of the process; meeting frequency, an overview of what happens, and outcomes. Inasmuch, instructional assessments are forthcoming, and items assessed outside of the classroom will occur under student services. The student services department meets monthly to discuss the course of action around LSOs. M. Lapriore asked the question about the collaborative efforts with TLC and Student Services/Counseling assessment processes, and the benefits of bringing the groups together to have group discussions. Rikki Hall will help report back to the Student Services LSO group and as a SS Manager representative. LSO update will remain as a standing item on TLC's agenda for report out. Nina will attend the meetings later than the scheduled time and requested for an LSO update to occur towards the end of the meeting.

8. **Institutional Student Learning Outcomes Development (ISLO Core Group) share out**

M. Lapriore screen shared the ISLO document with the group. The document contains items about the context and background of how ISLOs were developed and the work being done. M. Lapriore used the document to ask the committee for their feedback, ideas, and suggestions. The committee talked about the status of GESLOs and the functionality of incorporating them. The committee continued discussing the status of GESLOs and the functionality of incorporating them. M. Lapriore and C. McGrath gave a historical context of why the institution uses GESLOs, e.g., GESLO replaced the ISLOs during the TLP time, whereas the current conversation about adopting ISLOs does not replace GESLOs. ISLOs are used for instructional/student services purposes, which the state isn't forcing the adoption of ISLOs. SGC coordinates the work of ISLOs. The TLC committee continued discussing GESLOs concerning certain courses being challenged to meet the criteria and its relationship with courses being challenged with meeting and assessing ISLOs. Moving forward with ISLOs, the criteria have a universal concept for courses to meet them, as noted in the document shared with the committee. TLC is charged with being transparent with the ISLO process. The ISLO Core Group is charged with developing ISLOs and meeting ACCJC standards while being mindful of the GESLOs. SGC will be presented with a first read of the ISLOs descriptions and categories developed by the core group, which they are seeking feedback from all constituency groups. The make-up of the core group is a diverse

membership of institutional colleagues. The ISLO core group also researched other colleges' ISLOs before developing descriptions and categories for LMC. The next phase is collecting feedback from the different committees and making recommended modifications to the ISLOs, followed by developing an assessment process for the ISLOs. One concern with ISLO and GESLO being similar, yet ISLOs are not recognized in GESLOs such as personal development and career. The committee discussed how the GESLOs and ISLOs are synched to avoid overburdened requirements for departments such that courses meet GESLOs and departments/programs (institution) meet ISLOs by measuring the effectiveness of student success processes through assessments. The overall assessment data collected from all the SLOs (GESLOs, PSLOs, CSLOS, and ISLOs) will determine the gaps that impact student success, whereby the departments/institution can implement integrated interventions and solutions.

Good of the Order

Tanisha Maxwell shared N. Ghiselli, Counseling, and R. Hall, Student Services, are the newest representatives to the TLC committee. T. Maxwell gave an LSO update by sharing: the make-up of the LSOs members, meeting dates, listing of the student services departments as the LSOs representatives, the different LSOs type (student, employee, and department), how they are assessed, production of the analysis report, how yearly deadline assessment dates are achieved, use of the narrative template (peer-review/discussion), and shared which departments will become eLumen pilot. T. Maxwell has been working with the eLumen workgroup, such that the LSO templates are mirrored within the system for future use to complete the assessment process online.

A question was asked about having access to the SSDs' LSO listing, which T. Maxwell shared that the student services department has a workbook chart that includes a list of departments and their LSOs, but not so much listing them individually. T. Maxwell gave an example of the department list by screen sharing Career Center's LSO workbook, whereby they chart utilizes the program review template via the assessment section of the work that's done; such as:

- Charting the goals and objectives
- Analyzing the goals, methodologies, reasonability, student productivity with achieving the goals, and review of the data to enhance process
- Developing LSOs, aligning LSO outcomes to comprehensive program review goals
- Determining target populations for the department
- Implementing assessment measurements
- Narrating the results
- Developing improvement measures over a 3-year cycle
- Bridging the results to program review

Furthermore, T. Maxwell shared the SS Department guiding principles: equity, professional development, innovation, and student success and support. T. Maxwell is available to discuss the topic further at another meeting.

M. Lapriore concluded by thanking T. Maxwell for sharing the LSO process and welcomes an opportunity for T. Maxwell to explain in detail at a future meeting. Moreover, M. Lapriore asked other departments to update their assessment process. Lastly, the continuation of zoom

meetings offered online hasn't been determined, but TLC will move forward to use zoom for future meetings. Some areas, e.g., Brentwood, make participation easier to zoom online. Clarification is needed about meeting Brown Act related to where people zoom from; home vs. office.

Adjourn: 3:55 pm