Mission: Napa Valley College prepares students for evolving roles in a diverse, dynamic, and interdependent world. The college is an accredited open-access, degree- and certificate-granting institution that is committed to student achievement through high-quality programs and services that are continuously evaluated and improved. The college serves students and the community in the following areas: transfer courses, career-technical education and training, basic skills, and self-supporting contract education and community education classes.

Learning Outcomes Assessment Committee Meeting Minutes
9/25/14 3:15 - 4:15pm
Academic Senate Office (Room 841)

Present: Jan Antonio Castro, Gwen Kell, Jan Whitmer, Janet Stickmon, Faye Smyle, Jessica Millikan, Kate Benscoter, Robyn Wornall, John Dotta, Emmanuel Hutchinson-Kelly (student), and Ankhalah Hoskins (student)

Not Present: Sharen Gocke

1.0 Meeting came to order at 3:24pm.

2.0 General Announcements
2.1 It was Janet’s birthday, so Gwen brought cupcakes to share.

3.0 Public Comment
3.1 There was no public comment.

4.0 Adoption of the Agenda
4.1 Kate moved to approve the agenda, Janet seconded. MSP

5.0 Approval of Minutes from 5/23 and 8/15
5.1 Jan moved to approve the meeting minutes, Faye seconded. MSP

6.0 Information/Discussion Items

6.1 Evidence for writing teams: The group reviewed the evidence list for the writing teams. John sent the spreadsheet out to the LOAC group and received feedback from Robyn, Faye and John. So the group reviewed and updated the document together. John made the changes to the document. He asked that any additional ideas be submitted directly to him.

6.2 Update on SLO assessment
6.2.1 Action Plans are in TracDat – There are lots of plans currently recorded.
6.2.2 John is concerned that not all of the SLOs have been completed. He is concerned that, without action, and more widespread dialog, sanctions may be issued. He is concerned about the evidence that points to assessment driving budgeting and planning. He stated that areas for improvement need to be addressed and folded into the process more transparently. We need more data to prove widespread dialog.
Mission: Napa Valley College prepares students for evolving roles in a diverse, dynamic, and interdependent world. The college is an accredited open-access, degree- and certificate-granting institution that is committed to student achievement through high-quality programs and services that are continuously evaluated and improved. The college serves students and the community in the following areas: transfer courses, career-technical education and training, basic skills, and self-supporting contract education and community education classes.

6.3 Status report on Handbook – Add to 6.6. Faye indicated that she needed more time to work on it and requires assistance from others to complete. It has been added to the priority discussion.

6.4 LOAC committee makeup
6.4.1 There was a brief discussion about the makeup of the committee. It was shared that more people needed to be represented on the committee from more areas of the college. It was discussed that LOAC should require participation by all areas of the campus.
6.4.2 Robyn shared that she would look at the LOAC structure from other colleges to report back to the committee. She asked that we come prepared to share our ideas.
6.4.3 Kate agreed to assist the group in writing the formal proposal.

6.5 Inquiry Group structure
6.5.1 Robyn shared that LOAC would remain the hub for the Inquiry Group process.

6.6 Priorities for this academic year
6.6.1 These were tabled for the next meeting.

6.7 Meetings for this academic year
6.7.1 October 9th 3-4pm
6.7.2 October 23rd 3-4pm
6.7.3 November – No meeting
6.7.4 December – No meeting

7.0 Action Items

8.0 Adjourn
8.1 Meeting with adjourned at 4:21pm by Antonio and seconded by Janet.MSP

Goals for 2013-2014:

- Continue brown bag lunch series devoted to effective assessment practices
- Finalize Handbook
- Continue/Expand program-level assessment
- Inform campus community of status of SLO assessment across the institution
- Continue assessment of ILOs through Inquiry Groups
- LOAC’s Structure
- Update current CLO template to include discussion documentation
- Implement PLO template