I. Call to Order

II. Attendance recorded

III. Agenda and Minutes

IV. Public/Faculty Comments (must pertain to item[s] on the agenda)

V. New Business

Reminder of email from Cathy Crane/Kim Anderson re: organization of the process and TracDat aligning with LBCC needs –

Subcommittee membership is expanding to provide enhanced communication throughout the College for now to implement the Outcomes Assessment process within the current challenging time line. Concern was expressed that the proposed expansion of the subcommittee might be too much, because the core group is left still doing all the required work. It was discussed that this new phase will require comprehensive participation by the expanded membership. Kim then presented the membership expansion to the Curriculum Committee and, with adjustments; that body approved it.

It was clarified that all future issues must be brought back to the subcommittee, talked about and taken care of here. The focus of this group must be more comprehensive coverage to assist faculty.

It was brought up that all faculty members should be sent all information, for each individual to have on file. The subcommittee voiced that better communication with full time faculty would be much more expedient.

It is thought that it would be helpful for the subcommittee to be able to see what each department has done thus far. A sampling from Student Support Services will be provided for the next meeting.

Review of the accreditation standards shows that LBCC is at the “Awareness” level. Within 2 years, LBCC must be at the “Sustainability” level.

Kim has requested that the subcommittee think about how to make information more global. Challenging deadlines – email / bring ideas back for subcommittee to review.

VI. Training and Review

It is important that all subcommittee members be a source of support and guidance to the entire College. The subcommittee will be provided training materials and opportunities for process discussion, questions, and clarifications.

There is a proposal for flex credit for all new professional learning having to do with Outcomes Assessment for all faculty. Also, there is a proposal for making a ‘theme day’ for SLO’s for the October 28th, 2009 Flex Day. Kim would also like to have the subcommittee re-evaluate possible ‘brown bag’ lunches/workshops. Are there any members who would be interested in being appointed the “flex person” or “go to person”?

October 1st, 2009 is the deadline for Program Planning/Program Review initial requirements. As much of the College is still attempting to identify course student learning outcomes, we must get all of the outcomes figured out now and submitted as soon as possible.

The Outcomes Assessment website, outcomes.lbcc.edu, was previewed page by page. Further details will be addressed at future meetings. The Program Plan/Program Review website, programreview.lbcc.edu, was viewed for general information.
VII. Informational Items

The idea was brought up regarding the need for communication with Adjunct Faculty. A mass email for Adjunct regarding new outcomes/program review websites will be looked into. The subcommittee agrees to first put the information out in our next edition of “In the Loop”.

The Department Chairs are going to be given the opportunity to rebalance the 6 year cycle for the course review timeline because course Outcomes Assessment will correlate with that cycle. Course review = 6 year cycle, Program review = 3 year cycle.

Basic Adult Education is now being called: ASD, Academic Support and Development.

VIII. Next Meeting  Tuesday, September 8, 2009, D352, 2:30-4:30 p.m.

IX. Adjournment