LOC Meeting Minutes  
Fall 2010  
Tuesday, October 12  12-1 p.m.  
RLC 119

LOC Chair Status Report

• Update on CAR/LOTS Project
  The database modifications necessary to combine CWO data in the CAR is nearly complete. Volunteers from the committee were requested to beta-test inputting CWO’s into the CAR form. Julie, Michelle, Shelley, and Pat agreed to participate in this once Anthony has finished and set up the permissions necessary.

  The committee discussed when to roll out the CAR update to the division faculty. Some suggestions were taking time during winter in-service day, which is at the end of the current quarter and LOC members hosting some sessions. Concerns were that we should have a written protocol for faculty to follow and it is important to gain dean and division chair support for the process. The goal is to have the work done by the end of the current academic year.

• Summer Institute Report
  The Summer Institute was well attended again this past summer. Participants worked on assignment rubrics. A report from the facilitators of the institute is posted on the LOC website under Current Projects.

• “W” writing intensive course update
  The committee recommended last spring that this matter be discussed with the CAT committee in terms of any transfer implications. The CAT committee had not met for the fall quarter as of this meeting. Additionally, Brenda spoke with Diane Martin a couple days before this meeting and Diane offered to locate some notes from a prior time period when the issue of a W course was discussed for GRCC. More information will follow at an upcoming meeting.

CWO Assessment

The teams for the two committees that are working this year have been formed. Critical Thinking is in its third year of the assessment cycle. The committee consists of Susan Davis, Steve Brumbaugh, George Comollo, Leslie Kessler, and Diana Holz. They will review the first year report and the actions taken in year two to develop a plan for reassessment in the current academic year.

Written Communication is at the start of a new cycle. The committee consists of Julie Moore, Lea Ann Simpson, Sandy Johanson, Katy Dichter and Tim Scharks.
They will select some competencies within the Written Communications outcome to assess during this year.

The Quantitative and Symbolic Reasoning committee gave a report on the results of its first year assessment during opening week. The report is posted on the LOC website under current projects. The LOC will discuss how to respond to the report recommendations during this academic year.

The Critical Thinking committee also gave a report during opening week, on the results of its year three activities. That committee will not resume until fall 2011.

**Disposing/Retaining Student Work from CWO committees**

This agenda item was tabled until a future meeting due to lack of time for discussion.

**Request by Fia to help update PA&I language re: program outcomes**

Brenda met with Fia prior to the meeting about a request to clarify language in the PA&I about the projects that can be done for the reporting. Most faculty currently select a campus wide outcome as the basis of the project, but Fia thinks it would be beneficial for accreditation if more projects were based on Program outcomes. Committee members discussed that the PA&I process is a negotiated item and therefore a contract issue. Fia will come to a future meeting to discuss this further.


This agenda item was tabled due to shortage of time.

Meeting was adjourned at 1:00 p.m.

Prepared and submitted by: Brenda Bindschatel 11/15/2010