LOC Meeting Minutes
Spring 2010
Tuesday, April 13, 12-1 p.m.
RLC 119

In attendance: Janet Ash, Brenda Bindschatel, Vivette Beuster, Kelly Eisenhour, Joyce Hammer, Shelley Leavens, Michelle Marshman, Rita Miller, Lori Vail

- **LOC Chair Status Report**
  - Merging of LOTS & CAR databases update – Joyce contacted Camella Morgan after the last meeting about the tentative deadline for completing the project and Camella agreed that the timeline could be shortened in light of the significance of the project to the accreditation process. Joyce and Brenda will meet with Camella and Anthony White from IT to further discuss details for completing the merge.
  - Progress report from active Campus Wide Outcome Committees:
    - Lori Rapozo reported that the Responsibility committee has administered a survey and finished compiling the data. They expect to have a final report completed mid-spring quarter.
    - Steven Black reported that the QSR committee has finalized an assessment instrument, worked with Fia Eliasson-Creek to establish a population target, administered and collected the test. They plan to meet later in spring quarter to grade the tests.
  - Critical Thinking In-Service Day sessions – the plan for 2 sessions during in-service day has been finalized. Brenda Bindschatel and Susan Davis are presenting a session “What is Critical Thinking” and Julie Moore is presenting a session on evaluating student work for critical thinking.
  - Committee members were reminded to consider attending and/or presenting at the Teaching & Learning Conference in Vancouver, WA. The LOC has funds to support 10 faculty to attend at $500 per person.

- **Accreditation Steering Committee update by Lori Vail**
  Lori is the LOC representative on the Accreditation Steering Committee and she informed the committee of the progress on the report for the upcoming year on the college mission statement and core themes. She discussed the self-study report outline that is being used to present the mission and talked about the accreditation emphasis in upcoming years on evidence.

- **W- designation for courses that include intensive writing by Michelle Marshman**
  As a member of the Written Communication CWO committee and the Social Science division, which is one of the few on campus that would be affected by a “W” designation policy, Michelle was asked to clarify the recommendation of the
Written Communication committee report and to respond to some of the questions raised in the previous meeting. Many questions remain unanswered and division reps were asked to continue the discussion with their respective divisions before the next meeting. The general consensus was that no decision could be made whether to advance this proposal until details are more clearly established.

- **Small Group Instructional Diagnostics (SGID’s)**
  Continuation of this discussion was tabled until the next meeting.

The meeting adjourned at 1:55 p.m.

Prepared and submitted by: Brenda Bindschatel 4/20/2010