



Welcome to the Meeting

Zoom Information and Meeting Etiquette:

- All online attendees are muted when joining the meeting.
- Please unmute when you wish to speak, and mute again when you have finished.
- Take turns speaking and be patient! You can also use chat to ask questions, or raise your hand (click “participants” to access this feature).
- In-room participants should also take turns speaking so everyone can hear. Please keep cross-talk to a minimum.
- If discussion moderation becomes necessary, the chair will mute all virtual participants and call on speakers in turn, using the raise hand feature.
- The meeting will be recorded, beginning with the call to order.
- Virtual flex sign-in is available via a shared document; please sign in for Flex via the link posted in chat. In-person attendees should sign via the provided paper form.

Outcomes & Assessment Committee Meeting


December 2, 2022

Tule 509

Zoom: [https://cos-
edu.zoom.us/j/96453916045?pwd=NFBbNi9GVFFKd
ml3NmoxV0daelpJdz09](https://cos-edu.zoom.us/j/96453916045?pwd=NFBbNi9GVFFKdml3NmoxV0daelpJdz09)

Action Items

- Minutes from November 4, 2022



Outcomes and Assessment Committee
Sarah Harris, Ph.D., Co-Chair
Angela Sanchez, Ph.D., Co-Chair
Fall 2022

Committee Members

Present: **Co-Chair:** Sarah Harris, Angela Sanchez
Faculty Representatives: Manlia Xiong, Allison Vander Plaats, Victoria Rioux, Josh Muller, Jennifer Verissimo, William Reilly, Craig Arnold, Lisa McHarry-Freeman, Cassandra Ledesma
Academic Resources Specialist: Daniel Alvarado

Absent: **Faculty Representatives:** James McDonnell
Research Office: Ryan Barry-Souza

Outcomes and Assessment Committee
 Friday, September 2, 2022
 12:10 pm – 2:00 pm, Online

1. **Call to Order** – The meeting was called to order at 12:11 pm
2. **Comments/Questions**
 - a. **Regarding items on the agenda** – None.
 - b. **Regarding items not on the agenda** – Sarah Harris shared meeting etiquette information. Members introduced themselves.
3. **Action Items**
 - a. **Review/ approval of minutes from May 6, 2022** – MSC /Reilly. No discussion. 6 approved. 0 no and 0 abstentions. Item approved.
4. **Committee Training**
 - a. **Organizational Meeting Agenda Guide** – Sarah Harris presented information.
 - b. **Principles of Participatory Governance** – Sarah Harris presented standard information and training documents pertaining to the O and A Committee.
 - c. **and A Committee Bylaws** – Sarah Harris presented information about the O and A Committee Bylaws.
 - d. **COS District Objectives** – Sarah presented info about COS District Objectives.
 - e. **2021-2022 Committee Evaluation and Report** – Sarah Harris presented committee evaluation and report including feedback and comments.
 - f. **Proposed 2022-2023 Initiatives** – Sarah Harris presented the committee’s proposed initiatives. Members discussed. Moved to action. MSC Reilly/Muller. No additional discussion. 8 approved. 0 no and 0 abstentions. Members discussed approving the proposed initiatives. Vote to approve. MSC Reilly/Xiong. 8 approved. 0 no and 0 abstentions. Item approved.
 - g. **O and A Representation and Meeting Structure** – Sarah Harris present information
5. **Information Items**
 - a. **Currency Report** – Sarah Harris presented the updated Currency Report. She provided information for each department/division and reminded the committee of important dates. Members discussed.



Currency Reports

Unit Name	Course ID	Course Outcome Name	Course Outcome Status	Assessment Cycle	Reporting Period	Result
Discipline (AG) - Ornamental Horticulture OH	OH 001	Anatomical Structures	Active	2022 - 2023 (Fall 2022)		
Discipline (AG) - Ornamental Horticulture OH	OH 109	Business Marketing and Advertising	Active	2022 - 2023 (Spring 2023)		
Discipline (AG) - Ornamental Horticulture OH	OH 217	Connection of Irrigation Valves to Timer	Active	2022 - 2023 (Fall 2022)		
Discipline (AG) - Ornamental Horticulture OH	OH 217	Land Measurements	Active	2022 - 2023 (Fall 2022)		
Discipline (AG) - Ornamental Horticulture OH	OH 217	Materials Take-off Form	Active	2022 - 2023 (Fall 2022)		
Discipline (AG) - Ornamental Horticulture OH	OH 220	Abiotic Disorders	Active	2022 - 2023 (Spring 2023)		
Discipline (AG) - Ornamental Horticulture OH	OH 220	Cultural Practices	Active	2022 - 2023 (Spring 2023)		
Discipline (AG) - Ornamental Horticulture OH	OH 220	Pesticide Application Records	Active	2022 - 2023 (Spring 2023)		
Discipline (AG) - Ornamental Horticulture OH	OH 220	PPE Selection	Active	2022 - 2023 (Spring 2023)		
Discipline (AG) - Ornamental Horticulture OH	OH 220	Sprayer Calibration	Active	2022 - 2023 (Spring 2023)		
Discipline (BUS) - Business BUS	BUS 185	BUS 185 Outcome #1	Active	2022 - 2023 (Spring 2023)		
Discipline (BUS) - Computer COMP	COMP 200	Ethics, Discussing Beliefs Outcome	Active	2022 - 2023 (Fall 2022)		



Meeting Format/State of Emergency

- In-person meetings to resume in Spring 2023
- Meeting rooms will be available in Tulare, Hanford, and Visalia:
 - Visalia: Sequoia Building, PCR (President's Conference Room, Admin Office)
 - Tulare: B223 (pending approval)
 - Hanford: EDU 63 (pending approval)
- Zoom link will be provided on agenda, but quorum in-person will be required for voting



Meeting Format/ State of Emergency

- AB2449 conditions to attend meetings remotely are:
 - Emergency Circumstances: “means a physical or family medical emergency that prevents a member from attending in person”
 - Just Cause:
 - A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. “Child,” “parent,” “grandparent,” “grandchild,” and “sibling” have the same meaning as those terms do in Section 12945.2.
 - A contagious illness that prevents a member from attending in person.
 - A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (f).
 - Travel while on official business of the legislative body or another state or local agency.



Meeting Format/State of Emergency

(2) A member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision, if all of the following requirements are met:

(A) One of the following circumstances applies:

(i) The member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate **remotely for just cause**, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause **shall not be used by any member of the legislative body for more than two meetings per calendar year**.

(ii) The member requests the legislative body to allow them to participate in the meeting remotely due to **emergency circumstances** and the **legislative body takes action to approve the request**. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply:

(I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.

(II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2.

(B) The member shall publicly disclose at the meeting before any action is taken **whether any other individuals 18 years of age or older are present** in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.

(C) The member shall participate through **both audio and visual technology**.

(3) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than **three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year**.



Canvas Site Development

- Invite sent to committee members to join Canvas site (currently unpublished):
- <https://cos.instructure.com/courses/8364>
- Added Modules and associated sub-pages
- Module Assignment doc:
https://giantcosedu-my.sharepoint.com/:w:/g/personal/sarahha_cos_edu/EYWJMcMk6M5BsdT420C0i-cBtcgiJPJRd12w5HjLIA5ZDA?e=TwW5jk

New Business

- ILO/GELO Update:
 - ILO/ GELOs approved by Academic Senate with one minor change, will be effective for Fall 2024 catalog
- Next Student Support Services Survey in Spring 2023 – will contain previous ILO survey items
- Committee to develop new survey items for next survey

New Business

- Spring Workshops and Open Hours
 - Open Hours workshop Convocation Week (virtual)
 - Dialogue Days General Session (hybrid)
 - Monthly Curriculum & Outcomes Assessment
Open hours (virtual)