**Taft College**

**Student Learning Outcomes Assessment Steering Committee**

**MINUTES**

Monday March 10, 2025

12:10 pm – 1:00 pm

ETEC-01

**Call to Order:** 12:10 pm

**Attendees:** Paul Blake, Adam Bledsoe, Kamala Carlson, Becky Roth, Lori Travis, Terri Smith

Guest: Sharyn Eveland

**Absent:** None

**Public Commentary**

**Action Items**

1. Approval of January 14, 2025, Minutes **ACTION**

• Add Becky Roth to the list of attendees.

• Corrected minutes approved by unanimous consent.

**New Business**

1. DS 0080 **ACTION**
* Motion by K. Carlson to send SLOs forward to the Curriculum Committee with a recommendation of approval. P. Blake seconded the motion.
	+ Motion passed unanimously.

**Discussion Items**

1. Program Learning Outcomes (PLO) Review Process **DISCUSSION**
* A. Bledsoe asked the committee for the historical process of reviewing Program Learning Outcomes in this committee.
	+ S. Eveland advised that we review the SLOASC Handbook for guidance.
1. Insights Pilot Training Update and Demonstration **DISCUSSION**
* P. Blake showed the process he is following to use Insights. Committee helped provide clarification on bringing in outcomes to course assessments.
	+ Discovered Insights link does not appear in his active Canvas links.
* B. Roth mention she could not find outcomes in her course.

**Other:** None

**Adjournment:** 1:00 pm

**Next Meeting:** April 21, 12:10 – 1:00 in Library 311