



SLO Core Team Meeting Minutes

Randy Bryant, ~~Jim Haynes~~, ~~Anu Khanna~~, Coleen Lee-Wheat, Mary Pape, Toño Ramirez

Thursday, November 14, 2013, PE 610; 1:30 – 2:20 pm

TOPIC	Purpose	LEADER	Notes
SSLO/AUO Coordinator	D/A	All	Mary is to contact Jim to find if he has had the opportunity to talk about this in the SSPBT.
Academic Senate		All	<p>Academic Vice President, Randy Bryant, will meet with department chairs from across campus this Friday, November 15. Toño will attend. He will answer any questions/concerns with the request that all SLO statements and Program Level Outcomes be completed in time for the submission of the Program Review in April.</p> <p>Randy reported that it is hoped that the Comprehensive Program Review Document be ready for circulation by the end of Fall quarter. Hence, the SLO Core Team needs to decide on any updates to the SLO Process questions.</p>
Equity Plan	D/A	Toño	<p>SLO Core Team will meet with Veronica on Wednesday, November 20, 2013 from 1:00 – 2:00 pm. The purpose is to streamline work of faculty by ensuring that the asks for Equity Plan will at the same time serve as assessment for the ICC: Global/Cultural/Social/Environmental Awareness. In particular the form and rubric prepared by Veronica Neal and Cynthia Kaufman.</p> <p>IPBT will create a question concerning equity to include in the Comprehensive Program Review.</p>
Liaisons	D	All	Mary met with Letty Wong (ESL) and Toño with Craig Norman (ESL) during the last week to assist ESL in completing assessments for all SLOs and PLOs.
RP Group with their	I/D/A	All	The first draft has been sent to the SLO Core Committee for

monthly <i>Perspectives</i> newsletter			revisions.
2014 Convocation	D/A	Toño	Toño will calendar the meeting for April 18, 2014.



SLO Core Team Meeting Meetings

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Thursday, November 21, 2013, PE 610; 1:30 – 2:20 pm

TOPIC	Purpose	LEADER	Notes
Steering Committee	D/A	All	Toño will send out two invites in order to see which time and day will work for the majority: <ul style="list-style-type: none"> • Thursday, December 12 from 2:30 – 4:00 pm • Friday, December 13 from noon to 1:30 pm
SSLO/AUO Coordinator	D/A	All	This position needs to be filled by Full-time tenured (phase 3, 4 th year also) faculty member. Mary will continue to work with faculty on finding a person to fill this position. Note: Cuauhtemoc Peranda, Dance Department adjunct faculty member, applied for the position.
2014 Convocation	I/D/A	Mary, Toño	Mary will handle “Save the Date” to Faculty Senate and Classified Senate. Toño has arrange for Conference Rooms A & B for Friday, April 18.
Equity Plan	D/A	Toño	Coleen, Mary, and Toño met with Veronica Neal on Wednesday, November 20, to facilitate incorporating the equity work as a part of the assessment of the ICC: Global, Social, Cultural & Environmental Awareness. It was agreed that the rubric might be more than what we could ask faculty for this year but the SWOT-type analysis form could serve as a way for each Division and/or department formulate student outcomes, summarize current status,

			<p>reflect on improvements, and plan for enhancements in regards to this ICC.</p> <p>According to Mallory Newell the IPBT will formulate the question relating to equity for the Comprehensive program Review document.</p> <p>The SLO Coordinators will be in contact with DASB and other campus event organizers to collect data on “equity type” events attended by students and/or faculty.</p>
Liaisons	D	All	<p>Mary met with Zack Judson.</p> <p>At the request of Carolyn Wilkins-Greene Mary met with all liaisons for SSH Division as well as Carolyn. The topic was how to run reports and check for SLOACs archived from ECMS in order to ascertain which areas need work. With the exception of one area, all departments within SSH Division are completing both SLO and Program Level Outcome assessments on or ahead of schedule.</p>
Comprehensive Program Review Documents	I/D	All	<p>Last Year’s SLO/PLO questions are being reviewed to ascertain if any updates or additions are needed. Below are listed last year’s questions from the Program Review that are SLO assessment work connected:</p> <p><i>V. A.2 Justification for Faculty/Staff Positions: If there is a request for one or more new faculty state the SLO/PLO assessment data, reflection, and enhancement that supports this need.</i></p> <p><i>V. A.5 Equipment Title and Description, Quantity Description should identify if the item(s) are new or replacement(s), furniture/fixtures, instructional equipment, technology related, expected life of item, recommended warrantees etc. Did this request emanate from a SLOAC or PLOAC process? Does this item require new or renovated infrastructure (eg wireless access,</i></p>

			<p><i>hardwire access, electric, water or heat sources . . .)</i></p> <p><i>III.A. 1 PLOAC Summary Give the percentage of Program Level Outcome statements assessed to date. Run report entitled “XXX PLOAC work” and scroll to the bottom of the report for counts. Then calculate #Reflections & Analysis/#PLO statement times 100. This percentage may be over 100% or 0%. All courses and programs are to be assessed before the Comprehensive Program Review in Spring 2014.</i></p> <p><i>III.A.2 Enhancement based on PLOAC assessment State an enhancement that was enacted this year as a direct result of an assessment of a program level outcome. State PLO statement, enhancement and reason for choosing this enhancement. If none, write “NONE”.</i></p> <p><i>III.B.1 SLOAC Summary Give the percentage of Student Level Outcome statements assessed to date. Run report entitled “CIS SLOAC work” and scroll to the bottom of the report for counts. Then calculate #(Reflections & Analysis + #Archived from ECMS) /#SLO statement times 100. This percentage may be over 100% or 0%. All courses and programs are to be assessed before the Comprehensive Program Review in Spring 2014.</i></p> <p><i>III.B.2 Enhancement based on SLOAC assessment State an enhancement that was enacted this year as a direct result of an assessment of a student learning outcome. State course, SLO statement, enhancement and reason for choosing this enhancement. If none, write “NONE”.</i></p>
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