



SLO Core Team Meeting Minutes

Veronica Avila (PDL), Karen Chow, Mae Lee, Mallory Newell, Mary Pape, Dawn Lee

Tuesday, May 9, 2023; 1:00 – 1:30 pm on Zoom

Present: Mae Lee, Mallory Newell, Mary Pape

TOPIC	Purpose	LEADER	Notes
Student Services	D/A	Dawn	<p>Dawn Lee will be severing her employment with the District as of May 15, 2023. On the suggestion of Thomas Ray, Mary will invite James Capurso to join SLO Core Team.</p> <p>SS CAS Standards documents were shared. The present availability of CAS Standards reports was reviewed on SSPSBT website. Mallory will contact Rob Mieso urging the posting of more student services reports.</p>
FLEX Calendar	D/A	Mary	Mary will complete the update for 2023-24 FLEX Calendar and send to Thomas Ray by May 12, 2023.
Annual Governance Assessment Survey	D/A	Mallory Mary	Mary will complete the update and submit Annual Governance Assessment Survey.
Accreditation	I/D/A	Mallory	<ul style="list-style-type: none"> • ISER: Mary will review and update student learning outcome section as appropriate. • Mallory informed us that Resources Allocation and Program Planning Committee has reviewed and updated some questions on the Program Review document. SLO question will be changed to: <p><i>“Summarize the dialogue that has resulted from SLO assessments. What specific strategies has the department implemented, or plan to implement, based on the results of the SLO assessments conducted? How do these strategies align with the program mission and goals.”</i></p>

			<ul style="list-style-type: none"> • Mallory will reach out to Pam Grey offering the suggestion to use CAS Standards for Administrative Units as the tool for collecting Program Review information and for collecting Administrative Units Outcomes assessments. • Now that the new shared governance model has been established, Mary will reach out to the Chairs of RAPP and College Council to request that a representative from SLO Core Team sit as a non-voting member on these respective committees. This is to ensure the connection between the Student Learning Outcome Assessment Cycle work and decisions in regards to programs and resource allocations. • Mary will update SLO Page o Governance Handbook
SLO Assessments	I/D/A	Mary	<p>For Presentation to Mathematics department Mary focused on: Entering assessments using the Microsoft form, and Upon the mechanics of using a “climate survey”. These questions form indirect assessment o students’ perception of how they are mastering the student learning outcomes in the class and how valued the student feels.</p> <p>Mary reviews Course Student Learning Outcome statements on the workflow for both revised and new courses. Most of the statements are focused on skill that student will attain and are measurable. The statement is to begin with Bloom’s Taxonomy verb.</p> <p>Mary will draw up a list of summer tasks focused on the one-time work needed to complete the assessment set-up in eLumen and redesign of SLO website. Mary will seek the assistance of Alex Harrell (returns end of June) in eLumen set-up and of Communications Office with the website redesign. With this list Mary will include a request for a stipend.</p>