



# SLO Committee Minutes

**Date:** February 13, 2017

**Time:** 3:30 - 4:30 p.m.

**Location:** SS 140

Division	Role	Name	01/23/2017	02/13/2017	02/27/2017	03/27/2017	04/10/2017	04/24/2017	05/08/2017
Business	SLO Coordinator	Mark Fronke	P	P					
Counseling	SLO Coordinator	Jan Connal	P	P					
CCFF	Faculty	Lyndsey Lefebvre	P	A					
Counseling	Faculty	Traci Ukita	P	A					
Curriculum	Faculty	Carrie Edwards	A	A					
DSPS	Faculty	Steven La Vigne	P	A					
Faculty Senate	Faculty	Vacant	A	A					
Fine Arts & Comm.	Faculty	Sergio Teran	P	P					
Health Occupations	Faculty	Ann Voorhies	A	A					
HPEDA	Faculty	Rebekah Hathaway	A	P					
HSS	Faculty	Jaclyn Ronquillo	P	P					
Liberal Arts	Faculty	Chad Greene	A	P					
Library/LRC	Faculty	Lorraine Gersitz	P	P					
SEM	Faculty	Chace Tydell	P	P					
Technology	Faculty	Chung Vo	P	P					
IERP	ACCME	Kristi Blackburn	P	P					
SEM	ACCME	Connie Boardman	P	P					
Student Services	ACCME	Terrie Lopez	P	P					
CSEA	Classified	Vacant	A	A					
ASCC	Student	Elizabeth Rivas	A	A					

	Summary of Discussion
<b>Meeting Called to Order</b>	SLO Coordinator Mark Fronke called the meeting to order at 3:31 p.m.
<b>Approval of Minutes</b>	Connie Boardman made a motion to approve the minutes from the January 23 SLO Committee meeting; Steven La Vigne second the motion. Of the fourteen committee members present two abstained- Chad Greene and Ann Voorhies.
<b>Preparing Report on Results from Fall 2016</b>	<p>Fronke sent out email to departments with instructions on how to print out results. Fronke also mentioned he will be making a video with step by step instructions explaining how to complete the task. The purpose is to get faculty to talk about their results, what they learned and set up an improvement plan. Fronke will also print out report and file statistics. For the future Fronke will set every class to asses every SLO and faculty will choose what they wish to assess.</p> <p><b>Action:</b> Encourage divisions to print out reports and talk about what worked and didn't work.  <b>Responsibility:</b> Fronke with help of committee members.</p>
<b>Report from SLO Symposium on February 3, 2017</b>	Fronke shared his experience at the SLO Symposium he attended. He learned that results may indicate inconsistency in assessment and if it is true, talk to faculty and see what you can do differently. Fronke also confirmed we are on the right track.
<b>Discussion of SLO Action Plan Process</b>	<p>After printing SLO results, faculty will create an action plan. Action plans should be collaborative and cover the whole course. Faculty should focus on lowest score and come up with a plan to improve. Fronke will make video on action plan process for faculty to review.</p> <p><b>Action:</b> Create video instructions for Action Plan.  <b>Responsibility:</b> Fronke.</p>
<b>Review of timetable for Spring Semester</b>	<p>Fronke and committee agreed to set the deadline for action plans to April 30. The deadline for any changes on SLOs for the Fall will be June 30.</p> <p><b>Action:</b> Update faculty on new deadline dates for action plans and any SLO changes.  <b>Responsibility:</b> Fronke.</p>
<b>Items from the floor</b>	Ann Voorhies brought to committee's attention that once SLOs are changed they will need to be updated on the SLO website for current and potential students.
<b>Meeting Adjourned</b>	Mark Fronke adjourned SLO meeting at 4:31 p.m.

