SLO Committee Minutes

Date: **February 26, 2018**

Time: 3:30 – 5:00 p.m.

Location: SS 140

Division	Role	Name	01/22/2018	02/12/2018	02/26/2018	03/26/2018	04/09/2018	04/23/2018	05/07/2018
Business	SLO Coordinator	Mark Fronke	P	P	P				
Counseling	SLO Coordinator	Jan Connal	P	A	P				
CCFF	Faculty	Pauline Acosta	P	A	P				
Counseling	Faculty	Traci Ukita	P	P	P				
Curriculum	Faculty	Carrie Edwards	A	A	A				
DSPS	Faculty	Steven La Vigne	P	P	P				
Faculty Senate	Faculty	Michelle Lewellen	P	A	P				
Fine Arts & Comm.	Faculty	Sergio Teran	P	P	P				
Health Occupations	Faculty	Ann Voorhies	P	A	P				
HPEDA	Faculty	Jennifer O'Connor	P	P	P				
HSS	Faculty	Jaclyn Ronquillo-Adachi	P	P	P				
Liberal Arts	Faculty	Lee Anne McIlroy	A	A	P				
Library/LRC	Faculty	Lorraine Gersitz	P	P	P				
SEM	Faculty	Chace Tydell	P	P	P				
Technology	Faculty	Chuong Vo	P	P	A				
IERP	ACCME	Kristi Blackburn	A	P	P				
SEM	ACCME	Connie Boardman	A	A	P				
Student Services	ACCME	Terrie Lopez	A	P	P				
CSEA	Classified	Vacant	A	A	A				
ASCC	Student	Princess Florendo	A	A	A				

	Summary of Discussion
Meeting Called to Order	SLO Coordinator Mark Fronke called meeting to order at 3:39 P.M.
Approval of Minutes	Corrections to the minutes from February 12, 2018, meeting are as follows: Call to order time changed from 3:37 A.M. to 3:37 P.M. and committee member's name corrected from Terri Lopez to Terrie Lopez. Traci Ukita made a motion to approve the minutes of the SLO meeting on February 12, 2018. Jaclyn Ronquillo-Adachi seconded. The committee unanimously passed the motion with three abstentions from Michelle Lewellen, Lee Anne McIlroy, and Connie Boardman.
Planning session for "SLO Extravaganza Day" – April 6 　a)　Keynote Speaking Points 　b)　Workshops 　　i)　Computer 　　ii)　Non-Computer 　c)　Schedule	a)　Keynote Speaking Points Recommendations- 　• Jaclyn Ronquillo-Adachi: Focus on the importance of closing the loop and not underestimating data's use in program planning, resulting in more faculty empowerment. She asked if the talk can be videotaped to share with faculty. 　• Jan Connal: Give examples/evidence of improved learning via SLOs. 　• Lee Anne McIlroy: Provide best practice to close the loop. Give examples. 　• Mark Fronke: Give the audience a sense of "THIS is why we do it!" High demand courses impact most students- improvements to these courses give strong foundations for higher learning. Focus on impending trends. 　• Michelle Lewellen: Understand audience' needs and expectations. 　• Steven La Vigne: Focus on win-win situation for faculty and students. Culture is the biggest battle; change connotation of "SLO" on campus. 　• Chace Tydell: Focus on changing culture. Provide audience with talking points to help sway resistant faculty. 　• Theme: Changing Campus SLO Culture- give audience tools to talk to resistant faculty about the potential value of assessment, trends, and using reports to make positive changes at every level, resulting in improved learning. 　• Summary: Convince audience that SLOs are highly valuable in improving institution, and student learning. Faculty will walk away having tools (new language, positive attitude, examples to share, and excitement for potential improvement to programs after trends are analyzed to improve student learning) to change perspectives of resistant faculty. b)　Workshops 　• Jan Connal suggested combining workshops "Writing Effective Action Plans," and "SLOs for Program Review." The committee agreed.

	• The committee agreed to remove proposed workshop, "Administrative Unit Outcomes."
	i) Computer
	• **Getting Data into eLumen,** 9:30 am**:** Facilitated by Robyn Tornay and Fronke.
	• **Getting Data out of eLumen,** 10:20 am: Facilitated by Robyn Tornay and Fronke.
	• **Mapping to PSLOs & ISLOs,** 11:10 am: Facilitated by Robyn Tornay and Fronke.
	ii) Non-Computer
	• **Writing Effective SLOs,** 9:30 am: Facilitated by Sharon Hamill, Ph.D.
	• **Creating Authentic Assessments,** 10:20 am: Facilitated by Sharon Hamill, Ph.D.
	• **Writing Effective Action Plans & SLOs for Program Review,** 11:10 am: Facilitated by Jaclyn Ronquillo-Adachi and Traci Ukita in a roundtable discussion format.
	c) Schedule
	• 8:00 am - Breakfast
	• 8:30 am - Keynote Speaker
	• 9:30 to 11:45 pm – Workshops (45 minutes each)
	• 12:00 pm – Lunch
	•
	Action: Find out if keynote speech will be videoed. **Responsibility:** Mark Fronke
	Action: Give committee recommendations to Sharon Hamill, Ph.D. **Responsibility:** Mark Fronke
	Action: Facilitate Workshops **Responsibility:** Mark Fronke, Robyn Tornay, Sharon Hamill, Ph.D., Jaclyn Ronquillo-Adachi and Traci Ukita.
Items from the floor	Michelle Lewellen informed the committee that there is no archiving procedure on campus.
	Michelle Lewellen informed the committee that the current SLO Coordinator term is ending, and at the March 27th Faculty Senate meeting the position will be officially open. Secondly, she will propose that SLO coordinator automatically become the committee chair. Fronke asked if the 'eLumen Data Steward' position would be separately determined or become part of the SLO coordinator's responsibility. Fronke also inquired about whether the SLO Coordinator also represents his/her Division on the committee.
Meeting Adjourned	SLO Coordinator Mark Fronke adjourned the meeting at 4:54 P.M.