



SLO Committee Minutes – 8/22/16

Date: August 22, 2016

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

Location: SS 140

Division	Role	Name	8/22/2016	9/12/2016	9/26/2016	10/10/2016	10/24/2016	11/14/2016	11/28/2016	12/12/2016
Business	SLO Coordinator	Mark Fronke	p							
Counseling	SLO Coordinator	Jan Connal	p							
CCFF	Faculty	Solomon Namala	a							
Counseling	Faculty	Traci Ukita	a							
Curriculum	Faculty	Carrie Edwards	a							
DSPS	Faculty	Steven La Vigne	p							
Faculty Senate	Faculty	Vacant	a							
Fine Arts & Comm.	Faculty	Sergio Teran	p							
Health Occupations	Faculty	Ann Voorhies	p							
HPEDA	Faculty	Rebekah Hathaway	p							
HSS	Faculty	Jaclyn Roquillo	p							
Liberal Arts	Faculty	Chad Greene	p							
Library/LRC	Faculty	Lorraine Gersitz	p							
SEM	Faculty	Chase Tydell	a							
Technology	Faculty	Nina Motruk	a							
IERP	ACCME	Kristi Blackburn	a							
SEM	ACCME	Connie Boardman	p							
Student Services	ACCME	Terrie Lopez	p							
CSEA	Classified	Sylvia Varela	a							
ASCC	Student	Vacant	a							

	Summary of Discussion
Meeting Called to Order	SLO Coordinator Mark Fronke called the meeting to order at 3:33 p.m.
Approval of Minutes	Connie Boardman made a motion to approve the minutes from the May 9 SLO Committee meeting; Jaclyn Ronquillo second the motion. Of the eleven voting committee members present, nine voted to approve the minutes, and two- Lorraine Gersitz and Terrie Lopez- abstained. Motion carried.
Overview of SLO Assessment Guides	Fronke recommended for the committee to take a look to see if there were any changes that needed to be made. Greene confirmed that he would notify Fronke of any changes that needed to be made.
Discussion of Course-Level SLO Calendars	<p>The committee agreed to have all rubrics built by the end of the 9th week. Fronke suggested to Review Course SLO and Identify Assessment method at same time. Committee agreed to move the deadline to the third Friday in September, 16. As well as changing the deadline date of Conduct Assessments to the end of the semester as well as moving Springs deadline to the end of the semester.</p> <p>Action: Send reminders to department chairs. Responsible Party: Fronke</p>
Discussion of Shared Governance Survey	<p>Fronke shared a few comments from the Governance Survey- Spring 2016. A few suggestions- keep the SLO website up to date also improve on the details of minutes.</p> <p>Action: Update SLO website page. Improve minutes by getting a recorder. Responsibility Party: Fronke</p>
Discussion of SLO Survey Results	<p>Fronke invited Sophia Hiss and Kristen Fong to present the results from the "Assessment of Assessment" survey. The survey questions were broken down into charts and graphs.</p> <p>From the results of the survey most people answered that they would prefer a 3- year assessment cycle. Fronke shared after reviewing the results that once Canvas and eLumen is being used properly SLO assessment will be more seamless. Boardman mentioned faculty are concerned that the SLO process changes all the time. Committee agreed to not make changes until Canvas and eLumen are both being used properly. Helpful results from the survey were faculty wanting more training. Greene suggested doing screen captures for trainings.</p> <p>Action: Prepare training videos to assist faculty with the SLO assessment process. Responsibility Party: Fronke</p>

<p>Goals</p>	<p>Fronke suggested set up a guide/method process to a minimum standard to get people to include SLO information in their program review report (show action plan developed and if none a goal). Voorhies suggested entire departments to meet and do an annual Program Review. Connal suggested to develop a plan to create instructions for Canvas and make it more streamline. Another idea brought to attention was doing hands on training showing the departments how to input data as well as giving concrete examples. Fronke agreed to prepare a draft of goals for review and approval at the next meeting.</p> <p>Action: Develop goals for 2016-17 for the committee Responsibility Party: Fronke</p>
<p>Items from the floor</p>	<p>Fronke mentioned from previous minutes contacting other community colleges and developing a list of “best practices”.</p> <p>Action: Fronke to reach out to other local colleges to develop a list of “best practices” Responsibility Party: Fronke</p>
<p>Meeting Adjourned</p>	<p>Fronke adjourned the meeting at 4:47 p.m.</p>