



SLO Core Team Meeting Minutes

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

Thursday November 1, 2012, PE 610; 1:30 – 2:20 pm

TOPIC	Purpose	LEADER	Notes
ACCJC Visit	D	Mary	Alma Johnson-Hawkins stated that she was impressed by how much SLOAC process was evident since her visit a year ago. The word filtering down from the exit meeting that President Bryan Murphy had with our committee chair Dr. Willard Lewallen was that the team was pleased. We look forward to the draft of report to learn the points that we are going to need to work on.
Critical Thinking Task force	I/D	Toño	The expectation is that there will be an assessment tool ready and in the hands of the task force to beta test by the end of fall quarter. The assignments to members of the task force will be e-mailed out at the end of this week and will be due in 1 – 2 weeks.
TracDat/SLO Process Help sessions	I/D	Toño Mary	Tuesday mornings 10:00 – 11:00 am. Key for Academic Senate has been ordered.
Newsletter	I/D	Toño Mary	Articles to be included: Share Rubrics (Toño); Update on ACCJC visit including who was here (Mary); Critical Thinking Task force.



SLO Core Team Meeting Minutes:

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

Thursday November 8, 2012, PE 610; 1:30 – 2:20 pm

TOPIC	Purpose	LEADER	Notes
Newsletter	D/A	Mary Toño	Articles to be included: Share Rubrics (Toño); Update on ACCJC visit including who was here (Mary); Critical Thinking Task force. At this time we will not attempt to initiate a competition between departments on percentages of SLOACs or PLOACs completed.
Critical Thinking Task force	I/D	Toño	For each criteria of the critical thinking ICC Toño assigned two members from to task force to develop concise descriptions of above level, at level, and below level. These should be completed in one to two weeks. The task force will review the resulting rubric and prepare to beta test it by the end of fall quarter. Involve the Academic Senate by seeking any volunteers in the beta testing.
TracDat/SLO Process Help sessions	I/D	Toño Mary	Jim will communicate with the District AUO Research Office and set up appropriate account for their use of SLO/PLO assessments. Mary worked with Photography (Diane Pierce) to assist in moving from SLO assessments to PLO assessments. Hybrid areas pose particular dilemmas especially in the area of PLO assessments. The idea to have one or more PLOs aimed at the instructional side and one or more PLOs aimed at the SSLO/AUO outcomes was suggested.

			Jim will invite Mary to join in on some sessions where Jim is working with people on SSLOs and AUOs.
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SLO Core Team Meeting Minutes:

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

Thursday November 15, 2012, PE 610; 1:30 – 2:20 pm

TOPIC	Purpose	LEADER	Notes
Newsletter	D/A	Mary Toño	Articles for end of quarter newsletter: <ul style="list-style-type: none"> • “Show you stuff! Sharing rubrics across disciplines” • Summary of site visit • Help Shops
Critical Thinking Task force	I/D	Toño	No updates
TracDat/SLO Process Help sessions	I/D	Toño Mary	Issue raised by Bradley & Mi: Currently SLO's in ECMS are numbered. As the ECMS course outline application is being updated to incorporate editing of SLO statements it became apparent that the initiators would have to manually manage the numbering on the SLO statements. Therefore the decision was made to remove the numbers and instead the statements would become bullet points. This will actually better parallel the intent of the meaning of “Active” and “Inactive” choices for SLO statements on TracDat.
Steering Committee	I/D/A	Toño Mary	Toño will endeavor to coordinate a meeting with Christina and/or Rowena and others on Outlook Calendar. Jim and Mary are committed on Wednesday afternoon on Finals week and Mary is also giving two finals on the Friday beginning at 11:30 am. Discussion items so far: Critical thinking update, next ICC to be assessed, continuing support for faculty in regards to SLO process, Convocation Plans, ECMS updates and visibility of SLO statements.

AUOs for District Programs	I/D	Jim	Jim will continue to work with District personnel on this issue. The scope is larger than first thought since approximately 15 accounts would need to be set up.
SLO Statements			<p>Curriculum Committee is overseeing quality control evidenced by the fact that some faculty have been asked to re-word the SLO statements when submitting course outlines for five-year review. However, due to the updates that Bradley Creamer is working on, updating SLO statements on ECMS is not possible at this time.</p> <p>As a rule of thumb, SLO statements should be written to facilitate a none-area expert to fully comprehend the statement's meaning. It was further discussed that the Program Review will continue to incorporate SLO Assessment work at the same or greater level as in the APRU of 2011-12.</p> <p>Logically, there needs to be a decision on when/where/how the SLO statements for each course will be made public. Currently they cannot be seen for any courses on the course outline public site – not even for the courses that have had a five-year review as of Fall 2012. This is a matter for discussion at the next Steering Committee meeting.</p>



SLO Core Team Meeting Minutes:

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

Thursday November 29, 2012, PE 610; 1:30 – 2:20 pm

TOPIC	Purpose	LEADER	Notes
Newsletter	D/A	Mary Toño	Updated with suggested input. Picture will be added and it will be sent to Karen Chow to send to faculty by Monday, December 3.
Critical Thinking Task force	I/D	Toño	A useable rubric has been created and will be beta-tested this quarter. A meeting of the CT Task Force will be held mid-January and the final rubric will be made available to all faculty shortly after that.
TracDat/SLO Process Help sessions	I/D	Mary	Drop-in help sessions to give assistance on any aspect of the SLO process will take place in the Academic Senate Office in the Administration building at the following times: Tuesdays: 10:00 – 11:00 am Wednesdays: 3:30 – 4:20 pm
TracDat/SSLO Process	I/D	Jim	The SSPBT is reading APRUs and finding many great ideas and suggestions for moving forward and making the process more meaningful for the Student Services areas. They are coming to the same conclusions we have been discussing, i.e. workshops on how to write better outcomes, conduct better assessments, connecting with other programs with similar outcomes and assessment methods, etc. They are also gathering ideas for the Comprehensive Program Review criteria.
AUOs for District Programs	I/D	Jim	Jim has set-up 15 District TracDat accounts and will now work with Mallory to set-up some training sessions.
Steering Committee	I/D/A	Toño	Friday, December 14, 9:00 – 11:00 am. Draft of agenda will be discussed at next Core Team meeting.