

SLO Committee Meeting
Tuesday, February 9, 2016
3:00 – 4:30 PM
MCW-312

- A. Call to Order
- B. Public Comments
- C. Announcements/Information Items
 - 1. SLO division updates from/to committee members
 - 2. Report from presentation at Department Chair Council - Andrea
- D. Old Business
 - a. ISUO #1 Forum plans – Event on March 4th from 9:00 to 11:00 AM
 - i. ISUO rubric to be developed from forum feedback
 - b. ISLO #3 Forum plans – Event on April 12th from 3:00 to 4:30 PM
 - c. Newsletter workgroup report – Brent
 - d. ISLO #5 rubrics – Bill & Nathan
 - i. Approval of ISLO institutional assessment rubrics
 - ii. ISLO rubric for courses
 - e. SLO Manual report– Nathan
 - f. Proposed process for SLOs on VC website^ - Debbie
 - g. Function of the committee
- E. New Business
 - a. Review/evaluation of CSLOs*^
 - b. SUO rubrics
- F. Action Items
 - 1. Approval of Minutes (January 12, 2016)*^
 - 2. Approval of ISLO #5 institutional assessment rubrics
- G. Adjournment

Charge: The Student Learning Outcome Committee will be responsible for monitoring the progress and evaluating the quality of Student Learning Outcomes on campus. The committee will create an annual report of the SLO progress.

*Printed copy

^ Electronic copy

PROPOSED PROCESS FOR CONSISTENT LISTING OF SLOs

The following process is used to ensure that SLOs on the VC web page, in Curricunet, and in TracDat are identical.

- All SLOs were added to Curricunet from reports in TracDat between November and December 2015. If SLOs were already in Curricunet, they were compared to TracDat and if they were different, the department chairs were asked to fix them.
- Going forward, all courses going through Curricunet, whether new, updates, or revisions, are being reviewed by the SLO representative on the Curriculum Committee for verification that they match those in TracDat. If they do not match, the COR (Course Outline of Record) originator is contacted to make necessary corrections. All courses that are up for approval on the Curriculum Committee agenda will have had their CSLOs verified.
- In June of each year, reports will be run from TracDat showing each department's courses with their CSLOs. These reports will be uploaded onto the SLO web page for CSLOs by Course.
- In July of each year, SUO assessment reports will be run from TracDat showing all assessment data. These will be presented to the Department Coordinators at the first DC meeting of the year and signed giving clearance for the reports to be uploaded to the SLO page for Service Unit Programs.
- In August of each year, PSLO assessment reports will be run from TracDat showing all assessment data. These will be presented to the Department Chairs at the first DC meeting of the year and signed giving clearance for the reports to be uploaded to the SLO page for Program Assessment Reports.
- Reports will be run and uploaded by the administrative assistant of the Dean of Institutional Effectiveness.

FUNCTION AS SEEN ON VC WEBSITE:

The Function of the Committee is to:

1. Provide vision and leadership for outcomes-based assessment
2. Develop a plan and timeline for the development and assessment of Student Learning Outcomes
3. Evaluate the existing criteria for the Evaluation Rubric of the five-column model established by the SLOOG implementation team.
4. Monitor and evaluate the process of assessing Student Learning Outcomes for courses, programs, and services, including:
 - a. The progress and development of Student Learning Outcomes
 - b. The Means of Assessment
 - c. The Summary of Data collected from assessment efforts
 - d. The Use of Results for improvement
5. Recommend to the Academic Senate improvements to the SLO process
6. Publicize improvements made by departments
7. Document efforts and results for Accreditation

SLO Checklist

Credit Courses/Programs

SLO statements and assessment measures will be evaluated using the following criteria:

The learning outcome statement:	Yes	No
describes a behavior or skill beyond recitation or recall of content knowledge		
uses action verbs from Bloom's Taxonomy Level 3 and higher		
describes an overarching outcome rather than something minute; it is global in scope		
describes a real life skill that students will use beyond the end of the course or the program		
describes an outcome that is amenable to assessment using a scoring rubric or some other method of evaluation		

The assessment measure:	Yes	No
is directly related to the outcome (and can realistically measure/document the SLO)		
is specific enough to show how the SLO is being assessed (e.g., it is not enough to simply write "exam" without showing how the exam will assess student learning)		
will produce and/or document evidence of student learning (and will produce manageable information and statistical knowledge)		
is a realistic, feasible way of collecting and analyzing evidence		
can differentiate between different levels of achievement through the use of a rubric or other measures		