SLO Meeting Minutes

5-8-12, 2012

3:00 – 4:30 pm

MCW-312

Attendees: Connie Baker, Susan Bricker, Daniel Chavez, Tania De Clerck, Amanda Enfield (for Jaclyn Walker), Ayanna Gaines, Ty Gardner, Sandy Hajas, Christopher Lara-Cruz, Corinna McKoy, Deborah Newcomb, David Oliver, Claudia Peter, Kathy Scott, Ben Somoza, Rick Trevino, Patty Wendt

Minutes: Beth Doyle

1. Call to Order

The meeting was called to order at 3:04 pm.

1. Public Comments

There weren’t any public comments.

1. Announcements/Information Items
2. Department Chair Training

Scott reported that we have successfully piloted program and institutional level SLOs for one service and three instructional areas. Scott passed out the handouts that were presented to the department chairs and went over them along with input from Hajas and Newcomb. She discussed the Program and Institutional/GE Level SLO Assessment Summary form. Previously the Program Level SLO Assessment Summary form and the Institutional/GE Level SLO Assessment Summary form were separate. Both forms are now on one form which makes it a lot easier.

On the mapping form for Psychology Scott noted that we are trying to be careful with the “Ms” because you don’t want them everywhere.

Scott asked the committee to look over the Biological Sciences – with mistakes handout and to look for the mistakes. Committee members discussed what the mistakes were.

Newcomb said on their mapping they had to come up with an SLO because they had some courses that didn’t map. They had to do two different rubrics.

Scott spoke about the the writing rubric which was written with some suggestions by Gardner, Newcomb, and Jenna Garcia. This summer Scott will try to write them for visual communication, oral communication, and listening skills.

Scott said it has become clear through this process that a lot of faculty have not used a rubric.

Scott said ultimately, we will put these forms on line once we get TracDat.

1. Action Items
2. Minutes

April 10, 2012 meeting

Peter motioned to approve the minutes with Trevino seconding, then minutes were approved (with no changes/corrections) by all.

1. Revised SLO forms for program and institutional SLO assessments

Discussed previously. The committee was supportive of the forms. They information on them will be used in TracDat.

1. Discussion Items –
2. Timeline for Fall

There are two program review meetings taking place. The Program SLOs will be summative. Program Review will be due earlier this Fall because it has to be distributed to the other committees.

1. ISUOs for services

Scott said some services cannot map to any of the ISLO/GE SLOs. So, do we create ISUOs?

Bricker reported that the services unit has had two meetings. 1. They created an additional ISLO/GE. The services approved them. Those participating in the meeting said if they don’t have to do this, they’d rather not. If it is not a strict requirement and if it is not going to benefit the services, and it’s not going to benefit us focusing on our students’ needs, we would rather not use our limited resources to do this.

Bricker also said that if the services have to map to ISLOs, they would like to use the two SUOs that have been created.

Scott asked if the services see themselves mapping to ISLO/GE #5. Bricker said most likely.

Gardner showed this list to Athletics and they were wondering if they should have service unit outcomes simply to bolster the appearance of what Athletics is doing on campus.

Bricker would like to get a reading on this at the College Planning meeting on Wednesday, 5/9.

Scott will call WASC and will see if she can get an answer.

Bricker said other institutions handle services very differently. Some don’t involve them in their SLO process.

1. TracDat update

Hajas reported that the TracDat training will be held on May 24 and 25. The first day will be concentrating on setting up the system with our ISLOs and PSLOs. The second day will be inserting data and learning how to navigate the system. Scott is hoping that over the summer others will be helping to input data into TracDat. Hopefully, once fall starts the data will be input.

Gardner said they were told it will be easy to use.

Hajas said she thinks it will be an evolving system. It will take us time to use it to its full potential.

1. Mapping project for this semester

Scott reported that many mapping activities have taken place, but no one has contacted us from social science, music and math.

1. Pilots of program level SLO assessments

Previously discussed.

1. Multi-year assessment plan

Gardner passed out and spoke about the handout. He said all Program SLOs have to be done within two years.

Hajas said they are going to work with department chairs to create their rotation plans.

DeClerck it doesn’t make sense having this rotational schedule when not every department fits in with this schedule.

Gardner – what about courses that are offered only in the Spring and it doesn’t map to Inst. Maybe we do need the ability to allow them to do them at another time.

Chavez said, regarding the rotational schedule form, why don’t we have the notes at the top of the form and the areas can fill in the boxes.

Scott said there will be a two-year assessment cycle and each area can decide how and when to do their assessments.

Gardner said there should be workgroups going on all semester long. Perhaps they could be done at the forums every month.

Hajas asked for this two-year term, are we including last year? Scott said no, we are starting from scratch this Fall.

Scott said if the programs plan carefully, everything can be embedded.

Scott said the work that is coming in this semester is looking better. The formative looks so much better.

C. Peter said the hardest thing is getting the part-timers involved in the process.

After much discussion, it was decided to revisit the rotational plan at the very beginning of the next academic year.

1. Ty Gardner – communications with department chairs

Ty has met with Physics about mapping and this semester’s SLOs.

1. Other

Scott said we have to assess our committee. She handed out the survey and asked for suggestions. It was suggested to changed item number 4 to read “List the most significant accomplishment of the committee this year:”

1. Adjournment

The meeting was adjourned at 4:25 pm.