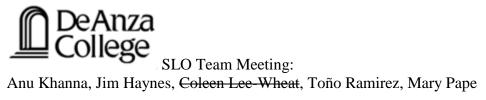


Date: November 3, 2011

TOPIC	Purpose	LEADER	Outcome
Relook at proficiency	I/D	Jim	ACCJC website has added examples and resources to their
rubric and determine what			website entitled: Applying ACCJC Guidelines to
we are missing			SLO/Assessment: 2012 Proficiency into Practice. The ACCJC
			and the Academic Senate are sponsoring an Accreditation
			Institute in Anaheim February 10 and 11. SLO Coordinators plan
			to attend. Funds will be requested at the next Steering Committee meeting.
Assessment office	I/D	All	SLO team is still waiting to hear on this proposal which was
			presented to Senior Staff October 10, 2011. Topic will be
			included on the SLO Steering Committee agenda for November
			17.
SLO "Helpshop"	I	Toño,	Toño and Mary will be available to help faculty with SLO work
		Mary	(writing SLO statements, PLO mapping, assessments, and
			entering data into ECMS) fro 11:00 am – 1:00 pm Friday,
			November 4, 2011 in AT 205
SLO Steering Committee	I	Toño	Toño posted event on MeetingMaker. So far it appears all can
meeting at 3:00 PM on			attend except that Christina has a conflict.
Thursday, November 17			
via MeetingMaker	T/D / A	3.6	
TracDat	I/D/A	Mary	Decision was made to begin migrating SLO statements over to
			TracDat. After the point that they are downloaded from ECMS
			system all revisions will have to be made on TracDat. Suggestion
			is to have checking the SLOs the first learning step for new
			learners on the TracDat system.

	LDAP will be used for faculty accounts.
CPC and institutional assessment through shared governance committees	Will revisit at next meeting for full-committee discussion
Scantron and Scantron training	Will revisit at next meeting for Coleen's update



Date: November 10, 2011

TOPIC	Purpose	LEADER	Outcome
SLO "Helpshop"	I	Mary,	Toño reported that while there were only a few faculty who came
		Toño	those that did really achieve their intended goal for that day. In
			particular a couple of part-time faculty stopped by for help with
			exactly what the SLO process was all about and for help with the
			ECMS/SLO system.
TracDat	I/D/A	Mary	Bradley will download courses from ECMS system and Mary
			will upload these to TracDat. Bradley, Mary and Paul from
			Nuventive are coordinating the downloading of SLO statements
			from ECMS/SLO and uploading these to TracDat from
			Nuventive's side. Discussion into the feasibility and necessity of
			hooking into LDAP (Banner) for faculty accounts is still under
aroa, a a a	T	TD ~	discussion.
SLO Steering Committee	I	Toño	Toño reported that since Friday, November 18 was in direct
meeting			conflict with IPBT meeting the next available date appeared to be Friday, December 16. Since this is the last day of finals week, it
			was decided to make this into a SLO retreat day from 1:00 – 5:00
			pm. The first two hours will be dedicated to the SLO Core Team
			and then from 3:00 – 5:00 pm would be the meeting of the SLO
			Steering Committee.
			Agenda items for the Steering Committee are to include defining
			the meaning of proficiency as stated on ACCJC rubric and the
			proposed SLO Assessment Office.
CPC and institutional			Will revisit at next meeting for full-committee discussion

assessment through shared governance committees	
Scantron and Scantron	Will revisit at next meeting for Coleen's update
training	



## SLO Team Meeting:

Anu Khanna, Jim Haynes, <del>Coleen Lee-Wheat</del>, Toño Ramirez, Mary Pape, and Wanda Burzycki (guest – SLO Coordinator from Santa Rosa Junior College

**Date: November 17, 2011** 

TOPIC	Purpose	LEADER	Outcome
TracDat	I/D/A	Mary	Changes to the set-up were discussed. The levels of users will be
			vetted more fully and decisions made as to how to best use these
			along with "Assign" tab and the e-mail only user option.
SLO Steering Committee	I	Toño	To ensure that Christina Espinosa-Pieb is able to attend, the SLO
meeting			retreat and SLO Steering Committee meeting has been moved to
			Wednesday, December 14 from 1:00 – 4:00 pm in AT 109.
			Agenda items for the Steering Committee meeting are to include
			defining the meaning of proficiency as stated on ACCJC rubric,
			the proposed SLO Assessment Office, and an update on
			implementation of TracDat.
Sharing of SLO progress	D/I	Wanda,	Santa Rosa JC appears to parallel our progress in many ways
with Santa Rosa Junior		Anu	although they did start earlier, in 2006. The process has been
College			pushed by their Academic Senate. They are looking for better
			ways to capture and archive the data. Currently they are using a
			"home grown" system. They have close to 100% of Student
			Outcome Statements written but only about 20% of the courses
			with assessments and enhancements complete. This academic year
			of 2011-12 they are working to plan out assessments of Program
			Level Outcomes and mapping them to ILOs. They have begun
			directly assessing one of their ILOs through administering a math
			and English test throughout campus. With this ILO complete then
			they will move to find a way for a direct assessment of another

	ILO.
CPC and institutional	Will revisit at next meeting for full-committee discussion
assessment through shared	
governance committees	
Scantron and Scantron	Will revisit at next meeting for Coleen's update
training	