



SLO Core Team Meeting Agenda:

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

At Academic Senate Office 4:00-5:00 pm

Date: July 11, 2012

TOPIC	Purpose	LEADER	Discussion/Action
SLO Coordinator Support	I	All	Awaiting word.
Critical Thinking Task Force	I/D	Toño	<p>Meeting was held during finals week with 7 members in attendance. There are 12 active members on the task force. The decision was made to evaluate on the basis of Sub-Level, At-Level, and Above-Level. Since the ICC of Critical Thinking in its expanded form contains twelve bullet points, each member is asked define what these three rubric evaluation levels will “look like”. It has been requested that this input be sent to Toño before the September Opening Days.</p> <p>At De Anza’s Opening Day all college meeting, the provisional rubric will be presented to the faculty. Feedback will be encouraged but faculty will be reminded that the rubric itself was based on input collected during the 2012 SLO Convocation. Volunteer faculty will be sought to beta test the rubric for Critical Thinking assessments during Winter 2013. Then select faculty will conduct assessments with the rubric during Spring 2013.</p>
ACCJC October Report	I/D	Mary	At this time the main focus is on collecting evidence of the SLO work being accomplished at the course and program level. In order to accomplish the stated goal of “each faculty member participating in the completion of one SLOAC and each department completing

		<p>one PLOAC by July 15, “Helpshops” were conducted on the following dates:</p> <ul style="list-style-type: none"> • May 22 from 12:30-1:20 pm • May 23 from, 1:30 -2:30 pm • May 24 from 9:00-10:00 am • June 1 from 2:00-3:00 pm • June 4 from 2:30-3:30 pm • June 5 from 4:30-5:30 pm • June 29 at 10:00-11:00 am & from 2:00-3:00 pm; • July 2 from 2:00-3:00 pm; • July 3 from 10:00-11:00 am ; • July 11 from 10:00 am – 12:00 noon & 2:00 – 4:00 pm; • July 13 from 10:00 am - 12:00 noon <p>These were intended to assist faculty on two distinct levels. The “helpshop” guided faculty through the process of choosing methods of assessment, stating the data summaries and reflections, and choosing meaningful enhancements at the course level and at the program level. Secondly, assisted faculty in the actual entry of the SLOAC or PLOAC into TracDat.</p> <p>Waiting for more assessments to be entered at the course and program level before deciding on ways to present evidence in the ACCJC report due October 15.</p>
TracDat		<p>On the Assessment Data Summary tab on TracDat the list drop-down box with “Target Met” vs “Target Not Met” has brought up some doubts by faculty. One liaison suggested adding “Target Partially Met”. This is rather contrary to the concept that a student learning outcome is a skill that the student will attain by the end of the course (not partially attain). Instead of adding such an option, what needs to be stressed with faculty is the idea that choosing “Target Not Met” gives rise to deciding on enhancements that will improve the learning experience for students and consequently during future assessments the target will be met. “Target Not Met”</p>

			<p>should not be construed as negative.</p> <p>Health will be added as another instructional area under BHES.</p> <p>Each summer a list of courses added, deleted, updated for the upcoming academic year will be given to Mary (or whoever subsequently assumes TracDat gatekeeper role) in spreadsheet format. Then course descriptions will be updated, courses will be deleted, and new courses will be added. Thus, TracDat is to be in sync to the greatest degree possible without dynamic sync.</p>
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SLO Core Team Meeting Agenda:

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At PE 610 3:00-4:00 pm

Date: July 18, 2012

TOPIC	Purpose	LEADER	Discussion/Action
SLO Coordinator Support	I/D/A	All	Mary will submit soft-copy of 2012-13 SLO Budget to Christina. Funding is in place for release time for Jim, Mary & Toño.
AHEAD Conference	I/D	Jim	While this conference was aimed at disabled student services, Jim shared two ideas for faculty to consider when developing curriculum. The student learning outcome should be decided upon first before objectives and topics. As the course outline is being filed in with methods of instruction and methods of evaluating the universal concepts model should be followed. That is, all possible ways to teach and all possible ways to assess the student learning outcomes and objectives should be considered.
ACCJC October Report	I/D	Mary	At this time the main focus is on collecting evidence of the SLO work being accomplished at the course and program level. In order to accomplish the stated goal of “each faculty member participating in the completion of one SLOAC and each department completing one PLOAC by July 15, “Helpshops” were conducted on the following dates: <ul style="list-style-type: none"> • May 22 from 12:30-1:20 pm • May 23 from, 1:30 -2:30 pm • May 24 from 9:00-10:00 am • June 1 from 2:00-3:00 pm • June 4 from 2:30-3:30 pm • June 5 from 4:30-5:30 pm

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TracDat			Data mining progress will start next week in earnest



SLO Core Team Meeting Agenda:

Anu Khanna, Jim Haynes, Coleen Lee-Wheat, Toño Ramirez, Mary Pape
Marisa Spatafore

At ADMIN 109 3:00-4:30 pm

Date: July 25, 2012

TOPIC	Purpose	LEADER	Discussion/Action
Strengthening Student Success Conference	I/D/A	Mary, Toño	Oct 3-4 with Post Conference Workshop Oct 5 http://www.rpgroup.org/events/2012-student-success-conference The SLO core team will depend on feedback from other attendees: Marisa Spatafore and Anu Khanna
Master Plan Update (Summer 2012)	I/D/A	All	Narrative and data addressing SLO topics will be derived from October 15 th report for ACCJC These are to be presented to Mallory before the end of August
ACCJC Report	I/D/A	Mary, Toño	College Status Report on Student Learning Outcomes Implementation outline was discussed. Mandated bullet points were divided up as follows: Proficiency Rubric Statement 1: Numerical responses Mary & Jim; narrative Jim Suggested that this include historical development of the process and an explanation that it is only with TracDat that there was a place for entry of Program Level SLO assessments to be entered. Proficiency Rubric Statement 2: Toño Suggestions for inclusion: Annual program Review form depends upon SLO and PLO work completed at individual

			<p>department/learning area level and were entered using TracDat; Convocation both as evidence of the work being done to assess critical thinking and evidence of groups of faculty meeting to work on SLO and PLO assessments; ICCs are linked to program Level Outcomes; and gap analysis not so much as the term applies to underrepresented populations but to gaps discovered at the course level.</p> <p>Proficiency Rubric Statement 3 & 4: Coleen & Jim This will focus on the work accomplished by the PBTs.</p> <p>Proficiency Rubric Statement 5 & 6: Mary Analysis of data collected from TracDat as well as SLOACs archived on ECMS.</p> <p>Proficiency Rubric Statement 7: Jim & Anu Proficiency Rubric Summary: Jim</p>
Critical Thinking Task Force update	I/D	Toño	The rubric developed by the task force will be presented in the morning of Opening Day.