

De Anza College
Minutes for June 25, 2012 Meeting

Purpose: SLO Steering Committee Meeting

Location: El Clemente Room

Time: 2:30 – 4:30 PM

AGENDA TOPIC	PURPOSE	LEADER	OUTCOME	ATTACH
2 nd Annual SLO Convocation	I	Pape/Ramirez	<ol style="list-style-type: none"> 1. A campus-wide dialogue focused on assessing “Critical Thinking” has been launched. A task force is in place and have met to plan their work. <ol style="list-style-type: none"> a. M. Newell will be invited to participate in development of assessment tool 2. The asks in SLO process work were presented to all faculty <ol style="list-style-type: none"> a. New TracDat training meeting schedule will be posted to SLO website 	
Program Review	I	Coleen/Mary	Facilitated SLO component of APRU submissions	
Furthered SLOAC/PLOAC work	I	Haynes//Pape /Ramirez	<ul style="list-style-type: none"> • Deans were introduced to TracDat by completing their APRU summary on TracDat • Four (4) workshops were conducted with the dual purpose of explaining the requirements for departmental APRUs and introducing department chairs to TracDat. • Ten workshops aimed at faculty. History department, economics department and child care department each had their own bringing the total to 13. • Two workshops for SLO Liaisons were conducted to ensure that all were “on the same page” in regards to the entering of PLO assessments. • Task force for assessing critical thinking is in place. 	
ACCJC Report & Visit	I/D /A	Haynes/Pape/Ramirez	<p>Conversation has begun with FA in regards to including SLO work in the Faculty Evaluation.</p> <p>In preparation completing the template provided as part of the <i>College Status Report on Student Learning Outcomes Implementation</i> we have divided the sections amongst core team members: (numbers correspond to ACCJC’s Proficiency Rubric Statement)</p> <ol style="list-style-type: none"> 1) Mary, Jim with Coleen’s overview 2) Institutional Dialogue - Toño 3) & 4) Hold for later: summary by nature 5) Mary & Jim 6) Mary – mapping reports 7) Mary using Institutional Research data <p>In addressing each Proficiency Rubric Statement our plans include:</p> <ul style="list-style-type: none"> • Cite our move from a 3 year planning cycle to a 6 year cycle as evidence of our 	

			<p>outcomes discussions informing college planning</p> <ul style="list-style-type: none"> • Develop our <i>own</i> written definitions for ‘academic support programs’ • Consider documenting dialogue with a blog • Use TracDat to document the <i>format</i> of departmental dialogue (a drop down box allowing users to indicate if the dialogue took place at a departmental meeting, a retreat, an informal location, etc.) This could allow us to later generate a summary report of <i>where</i> dialogue is happening across the campus. • Consider strategies for gap analysis of the connections between PLO, SLO and ICC assessment • For site visit, develop a handout or presentation highlighting our ‘greatest hits’, i.e. our major achievements in outcomes work thus far. It may be a good idea to offer/cite examples of actual student work that best exemplify the value of outcomes assessment. • Share examples of rubrics that are used on campus to assess student learning. <ul style="list-style-type: none"> ○ This might come in the form of a ‘wiki’ page that can be edited by all faculty 	
Opening Days	I/D /A	Pape/Ramirez	Keeping with the model established at last year’s Opening Days meeting, we would like to report out on our progress in the morning, and then around from department to department during afternoon meetings. This will need to be scheduled ahead of time.	
3 rd Annual SLO Convocation	I/D /A	Pape/Ramirez	<p>Choose next ICC K. Chow will present this to the Academic Senate for a vote Choose date: April 19, 2013 or April 26, 2013 Since senate plenary meetings will take place on the 19th, the convocation will be held on the 26th.</p>	
Budget Requests	D/ A	Pape/Ramirez	<ul style="list-style-type: none"> • It was tentatively agreed that SLO Coordinators request 3 courses release time for 2012-13. This will include compensation for summer 2012. • Request the same appreciation for Liaisons: Faculty liaisons will be able to receive PGA/PAA credit. For meeting outside of regular meetings liaisons will need to submit a form to Toño or Mary by the end of the quarter. The maximum number of hours is to be 15. These PAA/PGA hours are in addition to hours credited for workshops. <ul style="list-style-type: none"> ○ It was suggested that in lieu of financial compensation (which is deeply limited in the current budget situation), recognition in the form of a certificate/title may be an appropriate reward for liaison participation. • Budget attached 	X

Steering Committee Meetings	D/A	All	Next Meeting Date to be discussed. The meeting will be held on Tuesday, September 18.	
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A = Action | D = Discussion | I = Info

Administrative Reps	SLO Coordinators	SLO Team Members	Shared Governance Reps
Brian Murphy, President Christina Espinosa Pieb, VPI Stacey Cook, VPSS Marisa Spatafore, Marketing Rowena Tomaneng, AVPI Mallory Newell, IR Gregory Anderson, Deans Mi Chang, AS & Curriculum	Mary Pape, SLO Coordinator Tono Ramirez, SLO Coordinator Jim Haynes, SSLO Coordinator	Anu Khanna, Curriculum Co-Chair Jackie Reza, Staff and Organizational Development Coleen Lee-Wheat, Academic Senate VP	Karen Chow, Academic Senate President Rich Hansen, FA - absent Lois Jenkins, Classified Senate President-absent