SLO Committee Meeting

MINUTES

Monday, March 23, 2015
3:00pm – 4:30 pm
Winlock Lounge

The meeting called to order at 3:05 pm.

Present: Luis Cordova, SLO Coordinator; Mary-Jo Apigo, Dean of Teaching & Learning; Jason Coleman; Applied Technology/Travel; Rachelle Okawa, Language Arts; Sandra Lew, Westside Extension; Anne Winter, Humanities & Fine Arts; Paul Calderon, CEMA/Film; Manish Patel, Computer Science; Katy Kelley, Child Development Center; Elise Forier-Edie, Humanities & Fine Arts; Nick Smith, Language Arts; Melinda Smith, Dance, Health, & Kinesiology

Guests: Agyeman Boateng, Office of Research & Planning; Alice Taylor, Accreditation Steering Committee

1. Review minutes from prior meetings
   The minutes from 2/23/15 were reviewed and approved.

2. New Data Reports: SLO Assessment for Fall 2013, Spring 2014, and Fall 2014
   L Cordova shared the latest report for Fall 2013, Spring 2014, and Fall 2014. The report outlines the assessment progress as of March 20, which is more updated than the newsletter numbers that were updated as of March 2.

   L Cordova and M Apigo will be working with the Instructional Deans to review lists and sending out reminder memos to those who have not submitted assessments. We had a Behavioral and Social Sciences Divisional SLO workshop and an SLO Assessment Summit last week with good attendance. We plan to host another SLO Assessment Summit next month. A Winter commented that the hands-on portion on the Summit was very helpful to have an SLO Facilitator assist and support faculty in completing and submitting assessments. The updated section-level course reports have been emailed to the SLO Facilitators.

   The Committee discussed the recent East Los Angeles College memo sent from the President to their faculty regarding completing assessments and the consequences for assessment work that has not submitted.

   L Cordova commented on how the SLO assessment numbers have improved and the college is making excellent progress.

   L Cordova is working with C Helf in the Distance Learning Office to create online video walkthrough on Phase 1 and Phase 2 of the Assessment Tool. Future videos will include how to read the SLO Calendar, How to Navigate to the SLO webpage, and an FAQ.

3. Educational Master Plan Related Action Items (A Boateng)
   A Boateng discussed the development of the Educational Master Plan. He also shared the Summary Tables of the Strategic Directions, Strategic Goals, and Objectives. He discussed Strategic Goal 2.1: Strengthen the processes for
assessment and improvement of student learning outcomes and service area outcomes.

The Planning and Institutional Effectiveness Committee will be evaluating the progress on the Educational Master Plan. Perhaps this topic would be included in the May 28th Joint PIE/Budget Committee on Evaluating Effectiveness.

A Boateng asked for feedback about the plan and measures and if there are other priorities the SLO Committee would like to suggest.

L Cordova asked what the timeline is for providing an update of progress and what the feedback should respond to. He suggested inviting R Tillberg to a future meeting for clarification.

Regarding Objective 2.2.1 – Some forms of dialogue already in place: Divisional SLO workshops, Academic Senate, Discussion Phase.

Regarding Objective 2.1.2 – For the numbers of courses and services improved as a result of SLO/SAO assessment and dialogue, this question is not reported until Phase 4. This will impact the data collection for progress on the measure.

Regarding Objective 2.1.3 – L Cordova asked the SLO Facilitators to keep an eye out for any practices to highlight regarding best practices resulting from SLO/SAO assessment and dialogue.

4. Evidence for Accreditation Self Evaluation (A Taylor)
A Taylor shared the handout – 2016 Self Evaluation Sample of Annotated Evidence. The Handout includes “evidence location” and a “claim” about what that evidence says. She also shared the list of Accreditation Standards for SLO Committee Input. A Taylor will use the brainstorm from the last SLO Committee meeting as a start for developing a table of Sample of Annotated Evidence for the SLO-related Accreditation Standards for IB.1. Alice will send us electronic versions of the files, and M Apigo will create a GoogleDoc and send to the committee members for input. We will review this at our next meeting in April.

5. Removing non-existing SLOs from reports
L Cordova and M Apigo will meet with Division Chairs to update calendars to reconcile course SLO that have been scheduled and are not yet developed. We will discuss this item at Divisional Council to either develop the course SLO or remove it from the calendar.

6. SLO TracDat Update
The procurement paperwork is being approved for April 15 Board Date. Then we will start the implementation phase.

7. Addendums to Accept
L Cordova shared the list of 11 SLO Addendums to accept. L Cordova indicated that the Curriculum Committee is discussing how to process and accept updates SLOs in the COR and through the ECD process. The SLO Committee recommended to postpone the acceptance of the list until the SLO Addendum process is finalized and aligned with the Curriculum Committee.
M Apigo reminded the SLO Committee that we have an SLO Checklist in the Back to the Basics: Course SLO Development Handbook - http://www.wlac.edu/slo/resources/documents/Back%20to%20Basics-Course%20SLOsv3.pdf

8. Institutional SLO Assessment – Poster Showcase
Arnita Porter is this semester’s Poster Showcase Director.

M Apigo discussed improvements to the Poster Showcase institutional SLO rating process based on feedback from last year’s session. This includes a norming session with the raters in advance of the Showcase rating, identifying the institutional SLOs aligned with the poster project prior to rating them, identifying which posters raters should rate (which would involve a number or identification system for the posters).

9. SLO Symposium Planning
The SLO Symposium is scheduled for May 2015. We are identifying an SLO expert to engage the faculty in SLO-related matters. David Marshall from CSU San Bernardino was recommended from other regional SLO Coordinators as a dynamic speaker. M Patel recommended inviting someone from TracDat or a college using TracDat so they can share their usage of the software. We will discuss the format of the Symposium and confirm the speaker(s).

10. Next Division workshops
Humanities and Fine Arts will be scheduling a Division Workshop for April 1.

11. SLO Roundtable / Recommendations / Actions
None.

The meeting ended at 4:31 pm.