SLO Workgroup Meeting

MINTUES
Monday, December 3, 2012
1:00 pm – 2:00pm
Winlock Lounge

Meeting called to order at 1:08 pm.
Present: Todd Matosic, Mary-Jo Apigo, Celena Alcala, Anna Chiang, Luis Cordova

1. Review minutes from last meeting
Rescheduling the last joint SLO Workgroup/Committee meeting still conflicted with Curriculum Committee, so we’re reviewing so all the members have the most current information. The minutes were approved with changes indicated at the 11/28 joint meeting. The 11/5 SLO Workgroup minutes were reviewed and approved.

2. SLO Newsletter and Bulletin
The November newsletter is being drafted. We will add the sample course SLOs insert into the next newsletter. The SLO Bulletin is another communication tool that is being used in conjunction with Academic Affairs. The group discussed using the word cloud branding for SLO materials.

3. SLO Update

a. Outcomes Development
Tracking report being developed to track the courses in the last 2 years and for the current semester. As of last week, 62% of course SLO have been developed.

b. Assessment
The group reviewed changes to Assessment Tool discussed at the last meeting.

The group discussed what changes to the COR require Curriculum Committee approval – Course SLO itself, Assessment Method, Criterion Level (as indicated on the SLO Addendum). T Matosic and M Apigo will bring this for discussion at the 12/12/12 Curriculum Committee and recommend changes to SLO Addendum approved by the SLO Committee and forwarded to Curriculum for approval/acceptance of report.

M Apigo and T Matosic announced that an SLO Assessment Handbook is being developed for distribution next week. In addition, T Matosic’s SLO Hours is another resource for faculty.

4. SLO Accreditation Recommendations and Timeline
M Apigo shared Alice Taylor’s report to the Academic Senate. Full drafts should be posted today at www.wlac.edu/accreditation. All are encouraged to review the drafts and send any feedback and edits.

SLO Committee meets the 4th Thursday of the month from 1-2:30 pm in Winlock
SLO Workgroup meets the 1st and 3rd Monday of the month from 1-2pm in Winlock

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5. **Student Services Update**
   T Matosic reported that there are meetings this week with Student Services, T Matosic, and M Lee.

6. **Administrative Services Update**
   T Matosic reported that there are meetings this week and next with Administrative Services, T Matosic and M Lee.

   M Apigo also announced that the SLO Committee has a new member, Hansel Tsai, from Personnel/Payroll.

Adjournment at 2:17 p.m.