



SLO Core Team Meeting Minutes:

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

ATC 209 (Jim's Place) 12:30 – 1:20 pm

Date: May 31, 2012

TOPIC	Purpose	LEADER	Notes
TracDat	I/D/A	Mary	Mary will e-mail each full-time faculty member who has yet to be introduced to TracDat with information about tasks with regards to the SLO process that needed to be completed by July 15 and a list of dates, times, and places for workshops.
Steering Committee Agenda Items	D/A	All	Draft was updated and agenda set.
ACCJC October Report	I	All	Team is heartened by FA's committal to include SLO/PLO work on the Peer Evaluation form. Proposal will be presented to Academic Senate on Monday, June 4. Hopefully this will suffice to bring the College in compliance with the ACCJC's mandate. Prepare to discuss assigning responsibilities on June 7.
June Newsletter	I/D/A	All	Mary and Toño are working on articles.
Presentation to Academic Senate	I/D/A	All	Toño, Jim, and Mary will make presentation to the Academic Senate on Monday, June 18. Suggestions for topics: <ul style="list-style-type: none"> • Highlight Successes (possibilities Philosophy, CIS, Biology, Health Services). • Task Force (Present list of volunteers pointing out the full-time faculty to adjunct faculty ratio.) • Choice of next ICC (A year ago when critical thinking was chosen, Rowena had strong feeling towards choosing

			<p>Cultural Competence as the second ICC to be assessed. (Toño will check if this still holds true.)</p> <ul style="list-style-type: none">• Opening Days<ul style="list-style-type: none">○ Morning: presentation outlining process of assessing critical thinking○ Afternoon: Request of each department for a set amount of time with set tasks
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ATC 209 (Jim's Place) 12:30 – 1:20 pm

Date: June 7, 2012

TOPIC	Purpose	LEADER	Notes
TracDat	I/D	Mary	Attendance at workshops is low to none. Both Toño and Mary have been able to head individual faculty and departments in the right direction upon request (Philosophy, Business, Accounting departments).
Convocation Slide Show	D/A	All	Delete slide #21, move Coleen praying, add flyer, look for picture of Carol or her first slide of presentation – Mary will provide flyer and picture of Carol and request Julie Ceballos to complete slide show for us.
ACCJC October Report	I/D/A	All	Assign specific tasks as follows: (numbers correspond to Proficiency Rubric Statements from the template provided by the ACCJC for submitting the <i>College Status Report on Student Learning Outcomes Implementation</i> . 1) Mary, Jim with Coleen's overview 2) Institutional Dialogue - Toño 3) & 4) Hold: summary by nature 5) Mary & Jim 6) Mary – mapping reports 7) Mary using Institutional Research data Discuss above with Steering Committee at meeting scheduled for June 25, 2:30 – 4:30 pm in San Clemente room.
June Newsletter	I/D/A	Toño,	Articles will be ready for approval of core team by June 14

		Mary	
Presentation to Academic Senate	I/D/A	All	<p>Toño: Progress in regards to Critical Thinking Assessment Task force Choice of next ICC Mary Preparation for the ACCJC <i>College Status Report on Student Learning Outcomes Implementation</i> due October 15, 2012 Proficiency Rubric Statements – evidence necessary Opening Days: Time with each department to complete necessary reports evidencing SLO process work completed</p>



SLO Core Team Meeting Agenda:

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

Bus/CS & SSH Conference Room 12:30 – 1:20 pm

Date: June 14, 2012

TOPIC	Purpose	LEADER	Notes
Inclusion SLO Process in Faculty Evaluations	I/D/A	Karen	Proposed modifications to Appendix J were discussed. Including SLO process as a line item was considered as a positive move toward fulfilling the ACCJC's recommendation. Perhaps it might be moved from Section I A. Professionalism to Section I B Professional Contributions thus aligning this work more with curriculum development work. In addition, it should be referred to as SLO process leaving SAO wording out.
Liaison Workshop	D/A	Toño, Mary	Liaison Workshops will be conducted June 14 and June 15. Topics to be covered are 1) example of PLO assessments: sample for method being underlying course(s) and sample for where the method is of the nature of a "capstone" activity; 2) demonstrations on how to enter PLOACs into TracDat.
Academic Senate Presentation	D/A	All	Proposed topics will include update on the Critical Thinking Task Force, progress of SLOACs and PLOACs completed, and motivation for ensuring that there is evidence of everyone's dialogue, reflections, and enhancements.
June Newsletter	I/D/A	Toño, Mary	Possible report out from Academic discussion concerning SLO Process inclusion in evaluations. Newsletter will be electronically distributed during finals week.