



SLO Core Team Meeting Minutes

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

Tuesday February 5, 2012, PE 610; 9:30 – 10:30 am

TOPIC	Purpose	LEADER	Notes
2013 January Core Team Minutes	D/A	Mary	SLO Core Team minutes for the month of January 2013 were approved. Mary will send pdf of minutes file to Toño for posting.
Steering Committee	I/D/A	Toño	<ul style="list-style-type: none"> • Agenda to include: Program Review; ICC chosen to be assessed next; 2013 SLO Convocation; future/sustainability of SLO process; and, ACCJC Planning Agendas Progress and Completion Form. • In regards to leadership for sustainability of the SLO process, the team favors consolidation rather than adopting a model that includes a point person for each division as Foothill College is doing. Also it was noted that the plan that Foothill has adopted does not include leadership for SSLO or AUO areas. • DASB representative – no word. Mary will visit DASB office/meeting as necessary. • Toño will begin a draft of a rebuttal to FACC article entitled “No Simple Solution” written by Rachel A. Winston, Ph.D. Viewpoint will be from that expressed and noted in the minutes of January 22, 2013.
Decision on Next ICC to be assessed	I	Mary & Toño	<ul style="list-style-type: none"> • Global, Cultural, Social, and Environmental Awareness has been confirmed by the Academic Senate as the ICC for the campus to begin assessing in the academic year of 2012-13. • This afternoon Veronica Neal, Coleen, Jackie Reza and Mary will meet to discuss/brainstorm preliminary ideas for the presentation of this ICC at the 2013 SLO Convocation. The morning session of the Convocation will include an activity aimed to collect concrete ideas for the development of a tool to assess this ICC.
APRU	D/A	Mary	Updates to the 2011-12 APRU were discussed and approved for 2012-13 APRU. Mary will e-mail these to Randy.

SSLO/AUO	I	Jim	Training session on program level assessment for SSLO groups will be this Friday for 1:00 – 3:00 pm in MLC 243. Goal is to make SSLOs visible on each program area’s website. For purposes of assessing the AUO program level outcomes, the 16 programs have been condensed down to six.
ACCJC	D/A	All	The document is about 50% complete which makes the team on target for the February 27 th Steering Committee Meeting.
Newsletter	D/A	Mary Toño	General layout was presented and approved. Toño will write an article stating the main points of his presentation. The team is still waiting for the publication of the report from last October’s site visit.
Critical Thinking Task force	I	Toño	Names have been collected for alpha testing the CT Rubric.
Convocation	D/A	Mary Toño	Logistics tasks to be completed: confirm location of morning session; ask Senate for allocation of funds to provide continental breakfast and lunch for attendees (this has been 50% AS funds and 50% SLO budget for the past two years). Mary will ask Marisa to e-mail faculty a “Save the Date” announcement for the convocation.



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Tuesday February 12, 2012, PE 610; 10:00– 11:00 am

TOPIC	Purpose	LEADER	Notes
Steering Committee	I/D/A	Toño Mary	<ul style="list-style-type: none"> • Agenda to include: Program Review; ICC chosen to be assessed next; 2013 SLO Convocation; future/sustainability of SLO process; and, ACCJC Planning Agendas Progress and Completion Form. • DASB representative – Mary will try to meet • Toño’s draft of a rebuttal to FACC article entitled “No Simple Solution” written by Rachel A. Winston, Ph.D. was unanimously approved by the core team. He will forward it to Marisa for both input and guidance on what to do with it before presenting it to the SLO Steering Committee as a whole.
Global, Cultural, Social and Environmental Awareness	I	Mary Coleen	<ul style="list-style-type: none"> • Equity and Social Justice could be the umbrella pulling together the pieces of this ICC. PE has a new and significant example to share. Mary realized that the CIS tutoring program is something that the CIS department is doing in the area of this ICC. • Mary will prepare a report on what is on TracDat in the way of program level outcomes mapped to this ICC. • Toño saw three options: Option 1: We use ‘social justice/equity’ as a sort of ‘umbrella’ concept to encompass all of the terms in the GCSEA ICC. We might open the convocation with a panel discussion about (for example) our campus community’s equity efforts, and then proceed to a more focused group activity. Option 2: We ask programs to identify which of the four concepts in the current version of the ICC (Global Awareness, Cultural Awareness, Social Awareness, or Environmental Awareness) that they believe they most directly address, and divide them into corresponding groups. This

			would be done at the beginning of the convocation, and would proceed toward a ‘conference’ style format, in which workshops dealing more specifically with each of the four ICC criteria would take place. Option 3: We ‘import’ a pre-existing assessment format from another campus. This might involve relying more heavily on our own existing PLO and SLO assessments, and on ‘mapping’ them to the GCSEA competency.
APRU	D/A	Mary	Mary sent the updated document to Randy and is awaiting feedback.
ACCJC	D/A	All	Work is continuing. Mary will send out document as it stands in time for next meeting
Newsletter	D/A	Mary Toño	Articles were discussed and input given. Awaiting official word concerning the ACCJC report before finalizing and sending out this newsletter.
Critical Thinking Task force	I	Toño	Toño presented the list of alpha testers that the SLO Core Team has accumulated. Toño will send a personal invite along with instructions, rubric, and sample assessment to each.
Convocation	I	All	Fireside room is confirmed. Mary and/or Toño will visit the Academic Senate in the near future to request a \$500 budget for food.



SLO Core Team Meeting Minutes

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Tuesday February 19, 2012, PE 610; 9:30– 10:30 am

TOPIC	Purpose	LEADER	Notes
Steering Committee	I/D/A	Toño Mary	<ul style="list-style-type: none"> • Agenda to include: Program Review; ICC chosen to be assessed next including pr; 2013 SLO Convocation; future/sustainability of SLO process; ACCJC Planning Agendas Progress and Completion Form; and Toño’s draft of a rebuttal to FACC article entitled “No Simple Solution” written by Rachel A. Winston, Ph.D. Toño will draft the agenda for the 9:00 am meeting on Wednesday, February 27, 2013. The attendance of Karen Chow, Randy Bryant, and Veronica Neal is critical to discussion of assessment of GCSEA ICC. • Mary is still endeavoring to connect with DASB to request representative for the SLO Steering Committee.
Global, Cultural, Social and Environmental Awareness	I/D/A	Mary Coleen	<ul style="list-style-type: none"> • Report from TracDat was shared showing that only nine departments representing six divisions had mapped a program level outcome to this ICC. • Coleen shared a grid with column headings: “Equity” & “Social Justice”; row titles: “Global Awareness”, “Cultural Awareness”, “Social Awareness”, and “Environmental Awareness”. This was a chart suggested by Veronica Neal. This chart could then be the basis for a rubric to assess this ICC. • Discussion of this ICC brought to the table many Questions: <ul style="list-style-type: none"> ▪ Can the four pieces, “Global Awareness”, “Cultural Awareness”, “Social Awareness”, and “Environmental Awareness, solely with respect to Equity & Social Justice in order to focus the assessment on an assessable outcome? ▪ Should “Awareness” which is low on Blooms Taxonomy list be replaced by another word such as “Competency”? ▪ Does this Institutional Learning Outcome itself need re-writing? ▪ Should Social Awareness be referred to as Civic Engagement?

			<ul style="list-style-type: none"> ▪ Should Environmental Awareness be changed to Sustainability?
APRU	D/A	Mary	Randy had only minor suggestions for changes. Mary has completed most of these changes. It was decided that last year's information will be left in boxes remaining the same as those from last year. Mary will continue revisions, re-write Dean ad hoc report, and all departmental/program area reports. Mary will attend the IPBT meeting on February 26, 2013 to present how the data will be entered into TracDat.
ACCJC	D/A	All	Nine planning agendas complete; four left to be finished. This report on planning agendas should be complete for the coming SLO Steering Committee meeting.
Newsletter	D/A	Mary Toño	Newsletter wording was updated and typos corrected. Mary will send updated February 2013 to Karen to send to all faculty members.
Critical Thinking Task force	I/D/A	Mary	<p>There is now a "Assessing Critical Thinking" Reporting Unit on TracDat where all assessment data summaries, reflections, and enhancements can be entered. Fields for department and course will be added to the assessment area. Target box will be fixed. Toño will enter "alpha testers" data himself.</p> <p>One of these areas could also be developed for each Divisions Student Success Equity Plan.</p>
Convocation	I	All	Mary and/or Toño will present to the Academic Senate on Monday February 28, 2013 our need for \$500 to assist in financing refreshments at the 3 rd Annual SLO Convocation



SLO Core Team Meeting Agenda:

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Tuesday February 26, 2012, PE 610; 10:00– 11:00 am

TOPIC	Purpose	LEADER	Notes
Steering Committee	I/D/A	Toño Mary	<ul style="list-style-type: none"> • Agenda to include: Program Review; ICC chosen to be assessed next; 2013 SLO Convocation; future/sustainability of SLO process; and, ACCJC Planning Agendas Progress and Completion Form. • DASB representative Pablo Zamorano is “aware of the importance of SLOs to the college and the state”. Furthermore he realized “the accreditation team visited our office this year, a large emphasis was placed on student awareness of SLOs.” However, the morning time-frame of our next Steering Committee meeting makes it difficult for a representative of the DASB to attend. If not this meeting, then perhaps for a future SLO Steering Committee meeting they will send a representative.
Global, Cultural, Social and Environmental Awareness	I	All	<ul style="list-style-type: none"> • Mary shared her experience in the Academic Senate meeting of February 25, 2013. Veronica Neal presented her Equity and Social Justice Plan for the De Anza Campus. Part of her presentation included an activity that generated a lively discussion. It became apparent that, indeed, we need to look at the assessment of this ICC in light of the Equity and Social Justice. • However, the Convocation discussion and ensuing activities must not lose the focus that we need to assess this ICC. • Perhaps part of the faculty activity at the Convocation will address the whether the wording of this ICC should be reaffirmed or changed.
APRU	D/A	Mary	Mary will present at the IPBT meeting today, February 26, to remind all on the committee the process that was used incorporating TracDat for the 2011-12 APRU. This is to assist the members of the committee

			to finalize the changes that they will have for the 2012-13 APRU document.
ACCJC Planning Agendas Report	D/A	All	The report is approximately 70% complete and will be ready for the target date of May 31, 2013.
Newsletter	D	Mary Toño	<ul style="list-style-type: none"> • The February SLO Newsletter was forwarded to all faculty members through Karen Chow on Friday, February 22. • “Benchmarks” as they were presented by Barbara Beno might be a subject for an article for the next Newsletter. Another topic might be 2012-13 APRU and how it will lead to the 2014 Comprehensive Program Review.
Critical Thinking Task force	I	Toño	Individual e-mails have been sent to 27 faculty members requesting their assistance in assessing Critical Thinking in one of their courses for Winter quarter. Except for one response where the faculty member is on Article 19, the responses have all been positive. Toño will meet with one faculty member during the week of March 4 to more fully explain the assessment process for this ICC.
Convocation	I	All	<ul style="list-style-type: none"> • Mary will contract with Patrick Gannon for refreshments (continental breakfast and lunch) negotiating a date in the future to give him the numbers. Last year the numbers actually paid for were 60 for breakfast and 105 for lunch. • Mary will return to the Academic Senate meeting on March 4 to request a contribution for the refreshments for the Convocation day.