



SLO Steering Committee Retreat

President, Murphy, VPI, Christina Espinosa-Pieb, VPSS, Stacey Cooke, IR, Marisa Spatafore, Andrew LaManque, Rowena Tomaneng, Gregory Anderson, ~~Lois Jenkins~~, Anu Khanna, Jim Haynes, Jacquelyn Reza, Coleen Lee-Wheat

Date: July 21, 2010 Admin. 109

Topic	Discussion	Action/Concern
Opening Days	All	<p>-The theme was discussed. Beyond Crisis -- great works were accomplished as a result of collaboration by all employees of the college. Student Learning Outcomes from infancy to a sustainable 6-year cycle. Video highlighting outcomes of 4 major events: Teaching Learning Conference; DARE, Link, and Graduation celebrating the innovation, and members of the teams (staff and faculty) who participated. Emphasis on appreciation by all speakers for the work that was done. The concepts of the future of our students in an “declining empire” and the future of the institution may be a theme that could be folded into the “tone” of working towards sustainability, but may be too distracting since the work towards accreditation is of immediate concern.</p> <p>-Basic format of last year will be followed. The afternoons of both days being devoted to Division/Department work. The SLO Team will organize Friday afternoons tasks. Coleen will work with Marisa on the video and possible booth/prizes concepts.</p>
Budget	Christina and SLO Team	<p>-A budget request was requested. The division of the SLO Coordinator for Instruction into two positions was discussed. A job description will be revised by Anu and Jim. Gregory will work with Christina on the document and then arrange for its distribution by July 28. The applicants would be required to respond within 10 days. Interviews will take place as soon as possible. The positions would officially start, Sept 16, 2010</p> <p>-RP Conference, Gregory needs to set up reservations for new coordinators.</p>
Reflection and Enhancement	All	Key projects/topics were identified and discussed. Leadership, Institutional Assessment, Program Assessment
SLO Steering Committee	ALL Key obstacles, TIME, conflicting meeting schedules, Not enough veteran administrators	<p>-Purpose of the Committee was defined: To provide leadership for the rest of the campus; To implement SLO work, advise, counsel support SLO Coordinators.</p> <p>Composition: VPof Instruction, VPStudent Services, VP Finance, Institutional Researcher, ALO, Curriculum Coordinator, Dean Representative, Classified Senate President, Academic Senate President, Office of Professional and Occupational Development, SLO, SSLO Coordinators Invite: ACE Rep, FA Rep, President Murphy. A student representative will not be included in the membership. But, the SLO team can bring pertinent information and discussion forums to the students.</p> <p>-Meetings once a month on Thursdays opposite College Council at 3-5pm. Who will set the calendar and call the meetings?</p> <p>-A paid student Intern may be able to assist in the committees needs. Uploads to the website, minutes/notes, Mary Kay Englen should be contacted about Pavi. Use of Pavi’s time can be used on projects related to Basic Skills and assessment.</p> <p>-It is hoped that communication amongst all consitutenycys relative to Student Learning Outcomes and the</p>

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		implementation of the new 6-year assessment cycle will be expedited through this committee.
SLO Core Team	All	The SLO Core Team will consist of SLO Coordinators, SSLO Coordinator, Curriculum Chair, Senate Officer , OPO Director will meet weekly.
Program Assessment	All Mapping vs direct assessment	<p>-Jim presented the concept of mapping to ICCs. Anu explained how certificate, degree and program level SLOs are linked to curriculum and will be placed in the college catalogue as one part of the requirement to ensure that students are informed about SLOs.</p> <p>-Senior Management needs to help ensure that faculty and staff understand the expectations and deadlines within the project guidelines.</p> <p>-Christina ensure that deans attend SLO Assessment training September 9 or 14 at 10am. Stipends for faculty participants is approved.</p> <p>-Deadlines were discussed. Mid January for certificate, degree and program SLOs to meet curriculum and catalogue deadlines.</p> <p>-Goals for the end of Fall quarter: All SLO into ECMS, 66% Course SLOACs completed by June.</p> <p>-How can we encourage this work? Monetary rewards? Carrots?—carrotcake coffee with Administrators</p>
SLO Office	All	Still need a home for SLOs. Scantron software is arriving in August
Mapping training		Liaison training needs to be set up for the first or second week of October. –Jackie, new coordinators
Mapping Discussions	All	Presentations to Deans and College Council need to be scheduled—Coleen and Jim
New IR		The new IR should be contacted about direct Program level assessment design ASAP