



SLO Core Team Meeting Minutes

Veronica Avila, ~~Randy Bryant~~, ~~Coleen Lee-Wheat~~, Amy Leonard, Mallory Newell, Mary Pape, Toño Ramirez, ~~Jeff Schinske~~

Guest: Lynette Apen

Monday, September 22, 2014, ATC Building #203b 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
2014 New Staff & Faculty & Staff Orientation	I	Mary, Veronica	<p>Presentation given by Mary and Veronica may be found at http://deanza.edu/slo/ .</p> <p>Each new faculty person was given SLO Worksheet with one SLO statement from a class he/she is teaching Fall 2014. Each new staff person and administrator was given an assessment report for their area generated from TracDat.</p> <p>Mary requested feedback about what could be better for new faculty and staff for next year's orientation. Veronica volunteered that the faculty and staff she spoke with felt overwhelmed by all the presentations. Amy will directly seek for feedback from new faculty.</p>
Liaison Meeting	I/D/A	All	<p>Of the 19 liaisons on our list 13 were present for the meeting held on Thursday, September 22, 2014.</p> <p>Toño will send presentation out to all liaisons with a special note to those who did not attend.</p>
2014-15 Plan			<p>A public view of TracDat has been created. All were asked to vet it to ascertain if the amount of access is appropriate.</p> <p>A coordinator will meet with each department and each program area. The outcomes are:</p> <ol style="list-style-type: none"> 1. Each area will be at 100% assessment of SLOs and PLOs. 2. Each area will formulate plan for a second cycle of assessments spanning the next five years. This plan will be documented with a spreadsheet uploaded to TracDat.

			<p>3. Language of outcomes and assessment methods will lead to authentic assessments that benefit student learning. In other words, a form of quality control will be undertaken with outcomes stated in direct and specific language that will be understood by students.</p> <p>AUO: First Visit Rowena and Stacey Cook.</p> <p>SLO: Toño and Mary will divide departments by Divisions. Tono's Divisions: Counseling, Intercultural/International Studies, Language Arts, Learning Resources, Social Sciences and Humanities. Mary: Applied Technologies, Biological, Health and Environmental Sciences, Business/Computer Systems, Physical Education/Athletics, Physical Science/Math/Engineering, Special Education..</p>
Critical Thinking			<p>Mary will add all personal to ILO Assessment – Critical Thinking unit on TracDat. A link to the rubric and worksheet will be available on SLO website.</p> <p>Toño suggested that, as part of our meetings with each instructional area, we encourage faculty to conduct critical thinking assessments.</p>
Newsletter	I/D	All	<p>Wording of main article was discussed. Toño will email Mary updated wording for inclusion.</p> <p>Steering Committee member list was updated.</p> <p>Mallory alerted us that a SLO represented is needed on College Council to replace Jim Haynes. Veronica, Mary and Toño all volunteered. Veronica will attend the College Council meeting scheduled for October 16 from 3:00 – 5:00 pm.</p>
2015 Convocation			<p>We will continue to collect data from campus events focused on Physical/Mental Wellness And Personal Responsibility. These assessment results will be shared with faculty at 2015</p>

			Convocation. The tentative date for the Convocation remains April 17, 2015.
Young Rhetoricians' Conference 2014	I/D	Amy	<p>The description of the panel discussion was: “Tell Me Why”: Test Measurement, Assessment, and Evaluation in Education— OR Dark Shadows: Assess the Assessors’ Assessment Assessing the Assessed... Why must instructors engage in test measurements beyond their own classrooms? Who presumes that instructors need SLOs to make meaningful, ongoing evaluation of effective methods of delivering material to students? Who benefits qualitative and qualitative data— the product of various assessment tools? This presentation invites a collaborative discussion of professionals’ love/hate feelings towards SLOs and may answer many questions about the relevance of SLOs and the emphasis on assessment tools in education.</p> <p>Amy shared that the panel consisted of two people from Northern California and two from Southern California. The SLO representative from Southern California stated that there is a paid Division SLO coordinator who collects data from faculty within the division, assembles the data, and generates reports for each department within the division. Dialog on improving student learning based on the information within these reports takes place at the departmental level.</p> <p>SJSU has accomplished much in the area of student learning outcome process. Professor Harris is the lead and their materials are posted on the web.</p>
Good of the Order	I	All	Thank you to Randy Bryant for mentioning in the Academic Senate Newsletter the “All departments should have completed their SLO’s and PLO’s”. Such support is appreciated.

			SLO Core Team meetings will be held each Monday at 12:30 pm in AT 203c.
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SLO Core Team Meeting Minutes

Veronica Avila, ~~Randy Bryant~~, ~~Anu Khanna~~, ~~Coleen Lee-Wheat~~, Amy Leonard, ~~Mallory Newell~~, Mary Pape, Toño Ramirez, Jeff Schinske

Monday, September 29, 2014, ATC Building #203b 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
August Minutes	D/A	All	August minutes approved.
TracDat	D/A	All	Public view is appropriate. The link will be moved to the top of the page and will look more like a button. At Toño’s suggestions the ability to count visits will be explored.
2014-15 Plan	I/D/A	All	<p>Format for one-on-one visits with each department/program area was discussed. The key topics will be:</p> <p>I. Assist with plan of assessments from Fall 2014 through Spring 2019. Each and every SLO/SSLO/AUO should be assessed during this time period. Verify that each area knows where to find, download, and upload spreadsheet.</p> <p>II. Discuss plan to assess outcomes that have never been assessed at either course level or program level.</p> <p>III. Guide possible rewording of outcome statements ensuring that Bloom’s taxonomy is being employed. Questions to ask include “How satisfied are you with your outcome statements?”; “Are they assessable?”; and, “What have you learned from the assessments?”.</p> <p>III. Critical thinking assessments (provide rubric and assessment template).</p> <p>A form will be developed for SLO/SSLO/AUO coordinators to evidence dialog taking place at these meetings.</p> <p>A short slide presentation will be made available.</p> <p>Follow up email will be sent after meeting thanking program area</p>

			for their time and seeking any additional questions.
Newsletter	I/D	All	<p>Next SLO Newsletter will be published at the beginning of November. It is to include:</p> <ul style="list-style-type: none"> • CT Article (Toño) • Reading Success story (Veronica) • Tech Corner – Wording of SLOs template and reference to SLO Booklet (Mary)
2015 Convocation	I/D	All	<p>The tentative date for the Convocation remains April 17, 2015.</p> <p>The ILO to be assessed: <i>Physical/mental wellness and personal responsibility: Students will recognize lifestyles that promote physical and mental well-being, engage in self-reflection and ethical decision-making, explore career choices and life goals, practice effective individual and collaborative work habits, and demonstrate a commitment to ongoing learning.</i></p> <p>We will continue to collect data from campus events focused on Physical/Mental Wellness And Personal Responsibility. These assessment results will be shared with faculty at 2015 Convocation. Some events/programs to focus on are:</p> <ul style="list-style-type: none"> • Survey students in nutrition classes and PE classes • Chill City https://www.deanza.edu/healthservices/events.html • Psychological Services https://www.deanza.edu/psychologicalservices/ <p>Workshop format will be maintained. We will seek presenters from the following areas: Psychology department, Dining Services in regards to nutrition, Health services, Physical Education department, and counselors.</p>