SLO Committee Meeting
MINUTES
Thursday, April 12, 2012
11:00 am – 12:00 pm

Meeting called to order at 11:05 am.
Present: Todd Matosic, Mary-Jo Apigo, Kell Stone, Kristina Thomas, Jawell Samilton, Donna Olvera, Kathy Walton

1. Review minutes from prior meeting
Minutes from March 15 and March 19 were reviewed and approved.

2. Review and finalize ILO assessment implementation plan
The committee discussed the ILO Assessment process. The question was raised about considering multiple assessments from same instructor and assessments from different courses or same course and multiple sections. Rubrics will take a qualitative instrument and quantify it. Writing samples and demonstrations of skills that can be observed should be used.

The committee discussed partnering with the Student Poster Project Showcase on May 15. Seven classes will be participating with over 100 student capstone projects on display. Potential related ILOs: Communication/Self-awareness/Civic Responsibility/Technical Competence/Quantitative Reasoning/Critical Thinking – potentially link all ILOs to the project. The committee discussed creating a customized rubric for poster projects. Action Item ➔ Follow-up with Poster Project Planning Group on integrate ILO assessment rubic and judging the rubrics. Rubric that evaluates all 9 ILOs. Which classes include? Poster Project can be used as a pilot, and then include other divisions for the common rubrics in the future to develop their capstone assessments.

The committee also discussed how to include Service Areas in ILO assessment. What evidence from service areas can we look at?

3. Finalize the critical thinking rubric
Develop rubric for poster project. Continue developing rubrics for further divisions.

4. Review Work Plan to address site team recommendations
The committee reviewed the draft work plan from April 12, 2012. The SLO Coordinator asked the committee to review the work plan and send any feedback to Todd by Monday, April 16, 2012.
5. Additional Items
Kristina shared the list of all courses that are in ECD, but missing course outlines. Discussion that active courses are not necessarily the same that are offered. We will follow-up if the courses that are active and offered within the last two years have completed SLO course assessment. In addition, the courses active and offered need to be sure SLOs are included on the course outline of records. The committee discussed the process for archiving and updating the CORs. In ECD, it’s difficult to capture if SLOs are included in the COR; checking each course may be needed. Action item → SLO Coordinator will send the listing of SLO course assessments to the Curriculum Coordinator.

The Committee reviewed the approved draft of the SLO Committee Charge and Membership. No additional changes to the charge and membership. The Committee discussed the committee’s charge is broader than instructional learning outcomes and proposed and approved a committee name change to Outcomes & Assessment Committee (formally known as SLO Committee). The charge will be forwarded to the Curriculum Committee for approval.

Adjournment at 12:19 pm.