Meeting called to order at 11:04 am.
Present: Todd Matosic, Mary-Jo Apigo, Kell Stone, Adrienne Foster, Jawell Samilton

1. **Review of minutes from prior meeting**
   Minutes were reviewed and approved.

   The SLO coordinator shared a draft of the May 2012 Report. The finalized report will be presented to the Curriculum Committee on May 21 and Academic Senate on May 22. Updated information regarding ILO assessment and partnering with the Student Poster Project Showcase. Division Chairs were contacted, and Program assessments are in the works for Science, Math, and Language Arts. Behavioral and Social Science, general education disciplines need assessment: economics, history, and political science. Dean of Academic Affairs (General Education & Transfer) is the main contact for the Liberal Arts Degrees. There is discussion on the Outcomes Assessment Listserv regarding GE Program Assessment and ILO Assessment. If one is assessed, do both need to be assessed especially when they intersect or overlap.

   A report is being generated for division chairs to review all courses currently offered and their corresponding SLOs, as reported in the ECD system.

   Division Chairs need to be aware of the summer work required in preparation for meeting the Fall 2012 proficiency date. Discussion with instructional deans regarding notification to the Division Chairs.

   Use the reporting opportunity to report on SLO progress and as an educational opportunity to share best practices, model assessments, etc. Discussion included creating an “Instructional Addendum – CSI section” – Continuous Sustained Improvement including different topics on instructional best practices, sample assessments, etc.
Send reports to A Foster in advance of the Curriculum Committee Meetings in preparation for Academic Senate meetings. Open items for SLO action items on the Curriculum Committee Reports.

3. **Review Poster Project Plans May 15th, review ILO Rubric with changes**
   K Stone will assist in recording the event to document the process as it relates to ILO Assessment. This is the ILO form we are using, talking with faculty, participating in assessment, etc.

   There is a total of 130 posters, that will be numbered and color-coded. The SLO Coordinator will photograph all the posters one-hour in advance of the start of the showcase.

   The SLO Coordinator will email division chairs to help identify faculty to participate. J Samilton will assist in participation from the Student Services side.

   Faculty who will be using the ILO rubrics includes the Poster Project 9 judges, faculty and staff attending the event, SLO Committee members, instructional deans, identified faculty from the division chairs. Flex credit can be earned by those participating.

   Rating categories: (1) staff and faculty (white), (2) student peer evaluation (blue), (3) student self-evaluation (goldenrod) with rubrics printed on colored paper. Evaluators will gave packets that include instructions and 10 rubrics.

   Contributions can be made in a check out to the WLAC Foundation and memo Student Poster Showcase. Submit to the Business Office.

4. **Additional Items:**
   West is hosting State Academic Senate Regional Workshop on Friday, May 18 from 10:00 – 4:00 pm in HLRC 4C/D. Check the website for registration information - [http://www.asccc.org/events/2012/05/slo-and-assessment-workshop-la-area](http://www.asccc.org/events/2012/05/slo-and-assessment-workshop-la-area).

Adjournment at 11:51 am.