SLO Committee Meeting
MINUTES
Thursday, July 19, 2012
11:00 am – 12:00 pm
SSB 414

Meeting called to order at 11:06 am.
Present: Todd Matosic, Mary-Jo Apigo, Adrienne Foster

1. Review of minutes from prior meeting
Minutes from the June 7 meeting were reviewed, edited, and approved. The July 5 meeting was cancelled.

2. Meeting/Conference Updates

a. District SLOAC meeting
   T. Matosic shared a handout with highlights from the meeting. (See attached.) The group discussed that GELO assessment is not needed for community colleges, but mainly for 4-year schools. **Action:** Talk with K. Thomas about possibility of customizing ECD template for West (include things like linking to West SLOs).

The group also discussed validation teams for reviewing assessments. The SLO Committee discussed a possibility of including validation of SLO assessment within Program Review. There is a need to strengthen the connection between SLOs and Program Review. The committee also discussed assessment data, housing, and who is looking at the data to extract. The SLOAC group commended West for using the poster project as a venue for ILO assessment. T. Matosic will share the meeting agenda with the committee for inclusion in the SLO Committee minutes.

b. ASCCC (San Francisco)
   A Foster could not attend the conference, but T Matosic attended and shared his conference notes. **Action:** T Matosic will follow-up with presenters to get clarification on evidence/documentation indicating that GELO and ILO assessment is the same. Monterey Peninsula College has developed course SLOs that are identical across all divisions. **Action:** T Matosic will also follow-up on the Reflection Session for agenda information and how the sessions are structured. This can be helpful in shaping the meetings at West for ILO assessment discussions.

The SLO Committee meets the first and third Thursday of the month from 11 am – 12 noon.

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c. **Pat Flood at Mission College**

T Matosic met with Pat Flood, SLO Coordinator at Mission College, to review their SLO database. The database allows for extracting quantitative data. When a faculty member fills out an assessment form, they are given an SLO that will be assessed (pre-determined by the Division Chair), an established rubric is available (or directed to irubric.com), students are listed, faculty can decide on the sample size, and then indicate the level of achievement for each student on the rubric. One issue is that the database is a stand-alone system and does not integrate into other databases, such as Program Review. P Flood indicated that the database is available, but IES is also in development at the District-level. A sample, completed report was also shared.


d. **Student Services SLO meetings**

Student Services has a working group that is meeting over the summer to edit SLOs to ensure that SLOs are measurable and focus on student learning (instead of operational elements). The student services area is also developing common SLOs for the entire division that will be assessed by each department/office (Admissions, Counseling, Financial Aid, etc). A faculty member from Student Services is encouraged to attend. T Matosic will reach out to Jawell Samilton to invite to the next meeting on July 25 at 2 pm in the PCR.

3. **Review June SLO Report**

T Matosic shared the updated report; it was previously shared at the June Senate Exec meeting. A Foster suggested bolding the additional information added to the report so that readers know what the new information is. The updated report will also be put in key faculty and administrators’ boxes.

4. **Improving Communication**

a. **Report** – Monthly reports will continue. The reports will continue to go to Curriculum to Academic Senate. Future discussions will include what shape and content future reports will include.

b. **Newsletter** – A newsletter is under development that will include SLO news and information monthly and will be shared widespread. A newsletter will be developed for debut in August for Flex Day.

c. **Events (Possible Seaside Summit on SLOs for entire campus invite)** – T Matosic invited Harbor and Southwest Coordinators to West to host an SLO Seaside Summit. The event will be an opportunity for faculty to attend and learn about SLO status (perhaps this would be a culminating event in November).
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SLO COMMITTEE MINUTES

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Mary-Jo Apigo, Co-Chair
Adrienne Foster
Donna Olvera
Jawell Samilton
Kell Stone
Kristina Thomas, Resource
Kathy Walton, Resource

Curriculum Committee
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Carmen Dones
Gjenaii Z. Enciso Givhan
Nikki Jacobson
Nuala Lincke-Ivic
Todd Matosic, Resource
Colleen Matsushara
Alma Narez-Acosta
Martin Nee
Donna Olvera, Resource
Ashok Patil
Matthew Robertson
Joyce Sweeney
Kristina Thomas, Resource
Kathy Walton, Curriculum Dean

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Anna Chiang, Computer
Science
Melinda Smith, Health &
Physical Education
Joyce Sweeney, Humanities
& Fine Arts
Holly Bailey-Hofmann,
Language Arts
Alma Narez-Acosta, Library
& Learning Resources &
Counseling
William Bucher,
Mathematics
Abraha Bahta, Science
Martin Nee, Aviation,
Travel, & Hospitality

SLO Committee also discussed how to engage the West campus on discussing SLO status at West specifically. Include division chairs, division co-chairs, curriculum committee members, and any other interested parties. The agenda could include addressing the recommendations and next steps. Continuing events will include SLO leaders to provide best practices on various topics such as benchmarking, rubric development, etc.

5. Review SLO Plan Draft
The draft of an SLO plan for 2012-2013 is in development and will be shared at the next meeting.

6. Promoting ILOs campus-wide (ideas from committee)
The Committee has discussed potential ideas in previous meetings.

7. Additional Items
The committee discussed focusing on how we are going to address the recommendations and developing a plan to address recommendations 3 and 4. **Action:** Restructure agenda to ensure the committee is discussing the accreditation recommendations and meeting the level of proficiency.

Adjournment at 12:23 p.m.