



SLO Core Team Meeting Minutes

Randy Bryant, Jim Haynes, Anu Khanna, ~~Coleen Lee-Wheat~~, Mary Pape, Toño Ramirez

Wednesday April 10, 2013, PE 610; 12:30– 1:20 pm

TOPIC	Purpose	LEADER	Notes
Steering Committee	I/D/A	All	<p>Minutes from February 27, 2013 Steering Committee meeting were approved.</p> <p>Jackie’s suggestion to approach Doreen Novotny at the district to inquire about using an opening day Part-Time workshop (a 4-hour block of time) to allow adjunct faculty to participate in/complete SLO work was discussed. Since Part-Time faculty are paid for only one day (either District Opening Day or College Opening Day) it was felt that most departments would prefer their adjunct faculty to be present at the College Opening Day in order to partake in the division and department meetings.</p> <p>Jim will review SLO/SSLO/AUO job description drafted by Mary, and Jim will draft the SSLO/AUO Facilitator Job descriptions</p> <p>Toño will schedule the next SLO Steering Committee meeting for third to fourth week of May.</p>
ACCJC Planning Agendas Report	D/A	All	<p>Due May 31, 2013</p> <p>Please send to Mary for compilation</p>
Newsletter	D	Mary Toño	Next edition of the Newsletter will be in May in order to report out on the 3 rd Annual SLO Convocation
Critical Thinking Assessment	I	Toño	<p>Toño will send out reminder to Beta testers for their assessments.</p> <p>The assessment tools developed should be available on the SLO</p>

			<p>website.</p> <p>Mary will request to be on Academic Senate agenda during third to fourth week of May to present a SLO update including summary of Critical Thinking assessment and the 3rd Annual SLO Convocation.</p>
<p>Convocation & Global, Cultural, Social and Environmental Awareness</p>	I	All	<p>Wording for flyer was developed. Mary will send updated version to team. The approved flyer will then be sent to all divisions, faculty, and posted by Mary Kay Englen on bulletin board on Staff Development website.</p> <p>Our panelists will be Jeff Schinske, Matt Trosper and Bob Stockwell. Matt Trosper and Bob Stockwell have yet to confirm.</p> <p>Handouts were discussed. The handout should be concise with a link to site where the full set of materials may be viewed. Anu will present the history of the ICC (Global, Cultural, Social and Environmental Awareness). The “ask” of faculty will be to state an activity they will do in class to further student awareness in one of the subcategories of this core competency: global, cultural, social, environmental and to state how they will know the student is deepening their awareness with respect to this subcategory.</p> <p>Next meeting with Veronica and Cynthia will be Tuesday, April 16 from 2:00 – 3:00 pm in Veronica’s office.</p>



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Wednesday April 17, 2013, PE 610; 12:30– 1:20 pm

TOPIC	Purpose	LEADER	Notes
Steering Committee	I/D/A	Toño Mary	Toño is endeavoring to find a good meeting time for Spring quarter SLO Steering Committee meeting. Jim will review SLO/SSLO/AUO job description completed by Mary. Jim will draft SSLO/AUO Facilitator Job descriptions
ACCJC Planning Agendas Report	D/A	All	Due May 31, 2013 Nursing is the only area that actually does pre & post testing. English does have students complete a portfolio and CDI does survey area employers as to how De Anza students completing their program perform on the job. Anu will check for areas that should be doing this such as VTEA.
Convocation & Global, Cultural, Social and Environmental Awareness	I	All	At the SLO Convocation Planning meeting held Tuesday, April 15, the agenda for the morning session was set. The morning will have two outcomes: one focused on students and methods to assess student GCSE awareness and another focused on deepening the skills of faculty in order to achieve the student-focused outcome. Outline of the morning: <i>20 min:</i> General introduction & background Welcome by Brian or designee Review of the day's intended outcomes and agenda.(Mary) Review of ICC history, connection to college mission, and how this particular ICC came to be. (Jim) Why is this ICC important? Why now? (Mary) <i>60 min</i> Considering this ICC through the lens of Civic Capacity for Equity

			<p>and Social Justice (Cynthia Kaufman and Veronica Neal) Building Shared Language Activity <i>10 min:</i> Break <i>30 min:</i> Panel of Practice (Tono) There will be two panelists (Jeff Schinske, Matt Trosper) unless a faculty member from IIS volunteers. Anu will announce this opportunity in the IIS Division meeting of April 17. After the official panelists present, all faculty will have an opportunity to share (Jackie) Questions to be asked are of panelists and faculty: 1) What did you observe in your course/program that prompted you to make a change with respect to (Global/Cultural/Social/Environmental) engagement? 2) What <i>did</i> you change? What was the experiment/assessment that you tried? 3) What were the results of the change, as related to (Global/Cultural/Social/Environmental) engagement in your course/program? <i>45min:</i> Break-out session where faculty will formulate methods of assessing this ICC in light of their classes. (All will mingle) <i>10 min:</i> Closing (Tono) Collect sheets, logistics of lunch, suggestions for afternoon work, Tono and/or I will be available in Admin 102 until 4:00 pm.</p> <hr/> <p>Next meeting with Veronica Tuesday April 23, 2:00 – 3:00 pm Veronica’s office</p>
Critical Thinking Assessment	I	Toño	Faculty members who are beta testing the rubric developed by the Critical Thinking Task Force are beginning to submit assessments.
Academic Senate	I	Mary	There will be a presentation to the Academic Senate in May summarizing SLO work: ICCs, TracDat, etc.