



SLO Core Team Meeting Meetings

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

**Monday, November 3, 2014, AT 203C 12:45 – 1:20 pm**

TOPIC	Purpose	LEADER	Notes
October Minutes	D/A	All	October Minutes were approved
Equity Plan	I/D/A	All	Veronica Neal is scheduled to meet with us Nov 17 <sup>th</sup> to discuss Equity Plan update.
Department/Program Area Meetings	D/A	All	<p>Veronica met with Dan Dishno of OTI Monday, October 27. She shared that the OTI has many SSLOs that they are assessing. Moreover these assessments have led to program area enhancements. One such enhancement is the Food Pantry to benefit OTI students receiving State assistance.</p> <p>Veronica attended the October 30<sup>th</sup> SSPBT meeting. The dialog at the meeting included sharing of assessments and suggestions for enhancements between program areas. See minutes: Thursday, October 16, 2014 (<a href="http://www.deanza.edu/gov/SSPBT/notes/SSPBTNotes10_16_14.html">http://www.deanza.edu/gov/SSPBT/notes/SSPBTNotes10_16_14.html</a>)</p> <p>Eugene Rodriguez has expressed concern that some departments in the Creative Arts Division are falling behind in SLO Process work. Mary will reach out to Creative Arts departments individually.</p>
TracDat	D/A	Mary	<p>Veronica &amp; Mary met to formulate best practices in assisting those from student service and hybrid areas with entering their data into TracDat.</p> <p>It has become apparent that SSLO programs wish to learn how to</p>

			<p>enter their own data into TracDat: Mary met with Esther Halwani, Counselor For The Disabled, on October 22, 2013. A quick review of TracDat was all that was needed. This program area has been on top of assessments and the process has led to fruitful dialog to enhance the program.</p> <p>Mary and Veronica will meet with Rob Mieso on November 5, 2014 to discuss data entry into TracDat.</p>
2015 Convocation	I/D	Toño	<p>Physical/Mental Wellness And Personal Responsibility: Toño met with Alana Hernandez from Health Education and Welfare to discuss assessments that could be used as models for 2015 Convocation. Tobacco Cessation program will be one such model. Psychology program would make for good discussion at the Convocation. Chill City proves to be more of an issue for assessment since by its very goals, an exit survey is not appropriate.</p> <p>As information from meetings that the coordinators had with individuals and groups across campus was discussed, two areas for dialogue and enhancement became evident. Facilitating solutions might be appropriate for the 2015 Convocation.</p> <ol style="list-style-type: none"> <li>1. That there is duplication of efforts by different areas such as Auto Technology, Health Education &amp; Welfare, and OTI each have a separate Food Pantry.</li> <li>2. There needs to be one page on De Anza College website with links to the resources available to students.</li> </ol> <p>Toño met with Alan Simes to discuss his PDL research into Critical Thinking courses on campus. However, his paper and findings will not be ready for dissemination in time for the 2015 Convocation.</p>
Newsletter	I/D	All	<p>December Newsletter</p> <ul style="list-style-type: none"> <li>• CT Article (Toño)</li> </ul>

			<ul style="list-style-type: none"><li>• Mary Tech Corner (Planning)</li></ul>
--	--	--	---



SLO Core Team Meeting Minutes

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

Guest: Veronica Neal

Monday, November 17, 2014, AT 203C 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
ICCs	I/D/A	Veronica Neal	<p>Veronica Neal discussed the Equity Plan update.</p> <p>Points of information:</p> <ul style="list-style-type: none"> <li>• Equity work is to be seen as separate from SLO assessment work.</li> <li>• Each Division has an equity team. The “ask” for this quarter from each team is for a student success equity plan. Also for this year the teams are asked to submit a summary of the work being done.</li> <li>• Equity work will include a long-term strategic plan.</li> </ul> <p>“Asks” from SLO Core Team:</p> <p>In many cases summary reports being submitted from Equity Teams include an assessment of equity in the classroom complete with a plan for enhancement. SLO Coordinators would appreciate if these were passed on to Mary Pape in any form that the they are submitted.</p> <p>So while the work on the Equity Plan is separate from SLO Process, the results will result in assessments for the ICC “Civic capacity for global, cultural, social and environmental justice”.</p>
Part-Time Faculty and SLOs	D/A	All	The article titled “Part-Time Faculty and SLOs: Some Clarity, Some Confusion” appeared in the November 3, 2014 issue of FA News.

			<p>The author of the article is Kathy Perino.</p> <p>The article contained constructive criticism: Part-time faculty cannot always find the SLO statements to add to their syllabus. The understanding was that this problem would be solved when the public view of the course outlines contained the SLO statements. Technically this is true, but, as technology often misbehaves, there are some outlines that do not contain the SLO statements. This can be remedied by supplying a list of all SLO statements either for each division and asking the Division to post them on their website or by running a report of all SLO statements once per quarter and upload these to the SLO website.</p> <p>The SLO Core team is confused on the question of compensation since we feel that it has been addressed on the De Anza campus. Part-time faculty members contributing to SLO work were offered compensation either through stipend for Opening Day or stipend for Convocation.</p> <p>On the question of pressure, the scenario presented might hold. However, such “pressure” holds equally for other contributions such as volunteering for committees, contributing to program review, and developing curriculum.</p> <p>Mary is to ask K. Perino what issues arose on the De Anza Campus sparking worries about SLO work and to address the issue with the Presidents of Academic Senate on each campus.</p>
--	--	--	---



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, November 24, 2014, AT 203C 12:30 – 1:20 pm**

TOPIC	Purpose	LEADER	Notes
Department/Program Area Meetings	I/D/A	Veronica, Mary	<p>Rob Mieso - Creative Arts: Outreach &amp; Relations with Schools Veronica and Mary met with Rob on Wednesday, November 5. The need was just a little assistance with navigating TracDat. It is noted that Student Services areas are most agreeable to the SSLO assessment work. They enjoy letting others know about what they are doing in their area.</p> <p>Veronica had a follow up meeting with Lori Clinchard, Social Sciences &amp; Humanities Division, regarding CARS strategy. Essentially the Dean chooses an article concerning pedagogy for interested faculty to read. All read the article and then meet to discuss the ideas inspired by the given article. This work often leads to a completion of a SLOAC as the individual faculty member takes the ideas discussed, implements them in their classroom, and reports back.</p> <p>Veronica met with the VP of Finance and College Operations, Susan Cheu. Susan suggested that Veronica contact Donna Jones-Dulin and Patty Burgos (Student Support and Retention Services) since they are responsible for AUO assessments. Veronica is endeavoring to set up a meeting with each.</p>
Part-Time Faculty and SLOs	D/A	All	<p>Although Mary was to contact Kathy Perino, author of the FA News article “Part-Time Faculty and SLOs: Some Clarity, Some Confusion”, to request what incidents on the De Anza campus led to the article, she did not. Any such wording might come across as</p>

			<p>confrontational.</p> <p>Rather, there is the constructive criticism presented in the article concerning the fact that Student Learning Outcome statements are not always easy to find for new or adjunct faculty. Thus, Mary will create a link on SLO homepage to document(s) containing active course student learning outcome statements for all courses.</p> <p>On the point of compensating part-time faculty, it is the opinion of the SLO Core Team that this is addressed with the stipends available to participating part-time faculty on Opening Day and/or the Convocation.</p> <p>On the J1 Evaluation form, SLO is listed as just one of many ways that faculty, full-time and part-time, may evidence professional contributions. N/A as in “Not Applicable” is also an appropriate response for part-time faculty.</p>
2015 Convocation	I/D	Toño	<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 scheduled for April 17, 2015. Toño will reserve a room for the morning general meeting.</p> <p>While focusing on a report out of data already collected for this ICC, the general morning meeting might also include participatory activities such as walking for health (Jim Nguyen).</p> <p>Workshop format will be maintained. Suggestions for workshops include Critical Thinking, SSSP, Equity Planning, SSRC, Disaster Preparedness, Wellness Center (CJ Jones), Classroom Equity Experiment (Jim Nguyen).</p>
Newsletter	I/D	All	December Newsletter

			<ul style="list-style-type: none"> <li>• CT Article (Toño)</li> <li>• Reminder to complete a SLOAC (Mary)</li> </ul> <p>January Newsletter</p> <ul style="list-style-type: none"> <li>• Mary Tech Corner (Planning)</li> <li>• Best Practices from areas such as DSS.</li> </ul>
Faculty / Liaison Activity	I/D	All	The SLO Core team recognizes the best practices employed by the ESL department when deciding to add portfolios to enhance the learning experience of their students. This enhancement was the direct result of SLO assessments. We do hope that ESL faculty can move forward to retain this experience for their students while streamlining the workflow for faculty so that it will be sustainable.