



SLO Core Team Meeting Minutes

Present: Veronica Avila, Coleen Lee-Wheat, Amy Leonard, Mary Pape, Toño Ramirez

Wednesday, April 6, 2016, AT 203D, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
2016 march Minute	D/A	Mary	Minutes approved for posting
ACCJC	I/D/A	All	<p>Link to document: https://foothilldeanza-my.sharepoint.com/personal/20033656_fhda_edu/Documents/Accreditation%202017/College%20Planning%20Committee</p> <p>All but I.B.2.Q7 – Q9 are complete. These concern Online Education. No disaggregation of SLO assessment data has been done. Amy will conduct assessment of online EWRT 1A and compare with face-to-face/hybrid.</p>
Convocation	D/A	All	<p>Mary will make posters/signs for directions within the library.</p> <p>Program was approved. Mary will order 80 color copies. These also serve as proof for attendance and the lunch “ticket”.</p>
TracDat	I	Mary	<p>New Faculty Phase I Tenure Track New Faculty SLO workshop Participants; Assignment Spring Workshops: focus on those new to SLO assessment work and/or those needing a refresher. - Mary Thursday, April 21, 2:00 – 3:00 pm - Mary Wednesday, April 27, 12:30 – 1:30 pm - Mary Friday, May 20, 12:30 – 1:30 pm - Toño</p>



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Wednesday, April 13, 2016, AT 203D, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
Convocation	D/A	All	<p>On Monday, April 11, 2016, the Academic Senate approved \$600 payable to Dining Services in support of the 2016 Convocation.</p> <p>Touch bases with presenters and request if there is anything to be posted on our website– Shireen Luna-Woo (Veronica) David Garrido (Toño) Cecilia Deck (Mary) Lena Chang, Tom Dolen, and Shagun Kaur (Mary) Cynthia Kaufman (Mary)</p> <p>Veronica Neal and Mayra Cruz will join Mary Pape for the Help Shop for Chairs from 12:10—1:30 pm. Their focus will be to offer assistance in answering questions on the Program Review concerning equity.</p> <p>Grant Proposal – No submissions as of this time. We will mention the availability of these funds at the Convocation</p> <p>Clipboards and sign-in forms needed for each breakout session.</p> <p>Veronica will request photos to be taken through the Office of Communications & External Relations.</p>
Steering Committee	D/A	Toño	Request advice on whether SLO Team is a subcommittee under

Meeting			Academic Senate.
Program Review	I/D/A	Mary, Coleen	Both Toño and Mary have been meeting one-on-one with department chairs to assist with the completion of APRU. Departments needing extra help included Administration of Justice, Art, Dance-Theatre, English, ESL, Health Services, Journalism, Music, and Paralegal.
AUO/SSLO Progress	I/D	Veronica	Veronica is tentatively planning offering workshops next Fall and Winter that will focus on program review in parallel to instructional program review.
TracDat	I	Mary	Send out information bulletin after April 18 th : (Mary) Spring Workshops: focus on those new to SLO assessment work and/or those needing a refresher Thursday, April 21, 2:00 – 3:00 pm - Mary Wednesday, April 27, 12:30 – 1:30 pm - Mary Friday, May 20, 12:30 – 1:30 pm - Toño



SLO Core Team Meeting Minutes

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Wednesday, April 20, 2016, AT 203D, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
Convocation	D/A	All	<p>Report Out: Attendance: 102 faculty/staff/administrators were present Follow-up to attendees: Mary will send a follow-up email to all attendees thanking them, asking for feedback, stating the email were certify their attendance, and suggesting that they apply for the \$500 LOAC Award. Updated flyer about the award will be attached. Food – Breakfast was a bit late Internet access: Access to the Internet was down for workshops in the Library Computer Room. This made breakout sessions for SSLOs & AUOs and the SLO Workshop for Adjunct faculty less beneficial for attendees. Equity: We thank Veronica Neal for attending to assist chairs in regards to responses to equity questions on Program Review. Veronica has requested a summary report for III.B, III.C, III.D, V.G.</p>
Program Review	I/D/A	Mary, Coleen	<ul style="list-style-type: none"> • Assistance for deans April 21 • Equity (Neal) • Mary Kay Englen is using instructional program review document for Office of Staff and Organizational Development
AUO/SSLO Progress	I/D	Veronica	Veronica will be out on PDL for Spring. Thank you to Veronica for assisting us with the Convocation.
TracDat	I	Mary	<p>Information bulletin was sent to all faculty after April 18th: Spring Workshops: focus on those new to SLO assessment work and/or those needing a refresher. - Mary Thursday, April 21, 2:00 – 3:00 pm - Mary Wednesday, April 27, 12:30 – 1:30 pm - Mary</p>

			<p>Friday, May 20, 12:30 – 1:30 pm – Toño</p> <p>Dan Mitchell lost some input to Program Review on Friday, April 15th between 10:30 – 11:20 am. The workshop attendees were logged into TracDat when the Internet went down. That means many threads or instances of TracDat went into infinite looping at the same time. If Nuventinve people "saw" this they would reboot our app in order for us to get out of that situation. Any just entered data would be lost. Report outs of SLOs never assessed.</p>
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