



Student Learning Outcome Core Team Meeting Notes for May 2022

Meeting of May 3, 2022

Present: Veronica Acedvado Avila, Mallory Newell, Mary Pape

I. Convocation

Website is begun: https://www.deanza.edu/slo/convocations/2022_Convocation.html Zoom registration has been set up.

Kickoff at 9:30 with pertinent questions done in humorous way:

Possible "humorous" questions:

Who reads Program Review anyway?

What's an Inquiry Tool? Sounds like a new dating app.

What happens if it doesn't get done?

Emphasize that the Program Review should be a tool for a department's self-evaluation.

Question is whether to have separate breakouts for each area: Inquiry Tool, Equity Questions, Assessment questions.

Framing the day:

What should be included in the program review responses?

- Bring your questions and join the SLO team in this open forum session. This session will be a flexible and organic question and answer period in which we will offer support and guidance as you navigate the Program Review process.
- How to use the inquiry tool to inform your department's responses will be presented. Ideas will be shared to shape your responses to the equity questions. Information on answering SLO assessment questions will be shared.

II eLumen

The quiz/survey that would port directly into eLumen giving disaggregated results is not a possibility. However, still able to do an assignment “graded” by instructor.

Meeting of May 10, 2022 – 10:00 – 11:00 am

Present: Veronica Avila, Karen Chow, Mae Lee, Mallory Newell, Mary Pape, Dawn Lee Tu

Zoom:

TOPIC	Notes
2022-2023 Flex Report	<p>Dawn provided video on Flex Report instructions (length is 21:06)</p> <ul style="list-style-type: none">1:50 Background to the Flex Calendar Program and the purpose of this report5:04 How to approach gathering the information you need for this report8:36 Types of activities that can be included in your report13:26 Overview of the form that you will be using to submit your report <p>Our Reporting Form</p> <p>Activities related to course instruction and evaluation (Sec 9)</p> <ul style="list-style-type: none">• Weekly leadership planning meetings to collaboratively determine strategies to ensure cyclic nature of college-wide Student Learning Outcomes and Assessment Cycle processes• Group and Individual Consultation/Training: In collaboration with department chairs and the Curriculum Committee, provide leadership to faculty in creating timelines and processes that ensure organized efforts towards completing all phases of the SLO Assessment Cycle (SLOAC) and of the PLO Assessment Cycle (PLOAC)• Learning Outcomes Assessment activities for faculty, staff, and administrators including New Faculty Orientation, Opening Day, and Convocations

	<ul style="list-style-type: none"> Professional Development activities for faculty, staff, and administrators to facilitate the assessment of institutional level outcomes, that is, the institutional core competencies as they appear in the De Anza College Mission statement <p>Activities related to: staff development, in-service training, and instruction</p> <p>De Anza College Opening Welcome Day</p> <p>Activities related to program and course curriculum or learning resource development and evaluation (Sec 11)</p> <ul style="list-style-type: none"> Presentations to the Academic Senate and three planning and budget teams to organize processes and timelines for SLOAC/PLOAC efforts that integrate with the college's program review and resources allocation cycles Trainings related to the collection and analysis of course, program, and institutional learning outcomes Meetings with the Office of Institutional Research to organize and implement the SLO/SSLO/AUO data gathering, tracking, and reporting processes for course, program and institutional assessment <p>Activities related to departmental or division meetings, conferences and workshops and institutional research (Sec 15)</p> <ul style="list-style-type: none"> Campus Opening Day <p>Dawn shared that our plan for 2020-21 was comprehensive. Mary suggested adding another task for Spring Flex Day.</p> <p>All are asked to review for our meeting next week deciding any that should be added and any that we no longer engage in. Next week we will finalize our responses.</p>
2022 Convocation	<p>Date set for May 13, 2022, 9:30 – 11:20 pm</p> <p>Mary has an announcement going to Quick News</p> <p>Dawn will create a flyer/announcement</p> <p>Star\$ \$5 cards – Mary will order them via email on AS debit card after the event</p>

	<p>Change to the Convocation schedule:</p> <p>Part 1: Overview of the form</p> <p>Part 2: Review the data needed to answer questions with a special focus on 1.B.1 through II.D Also get ideas on how to answer questions focused on Assessment (QIV.A-B) and Professional Development (QV.H.1-2)</p> <p>Part 3: Review the data need to answer questions with a special focus on equity (QII.B, II.C, II.D, III.A-E)</p> <p>In Part 2, Mallory will be working with Mary on understanding the data she needs to complete the APRU for CIS. The conversation will occur organically, and we will weave in professional development. Instructions at https://www.deanza.edu/ir/DrillingtotheCourseLevel.pdf</p>
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2022-2023 Flex Report	<p>Mary will submit SLO Flex Report making sure that the following items are mentioned:</p> <p>Convocation</p> <ul style="list-style-type: none"> • Workshop focused on assisting faculty with program review • Workshops on using eLumen as assessment data collection tool • Workshops centered on developing authentic assessments. • Workshops on CAS Standards and their implementation in conjunction with SsLO and AUO assessments.
2022 Convocation	<p>There were 52 participants. Here is recording of the session . Dawn created an annotated outline of the recording:</p> <p>3:30 Overview of the SLO webpage (SLO statements, course outlines, collective assessments form) + Program Review form</p>

	<p>6:09 Tips and where to find data for Section I.B - Awards and Certificates 16:14 Tips and where to find data for Section I.E - Staffing 27:17 Tips and where to find data for Section II - Enrollment 46:41 Tips on Section III - Equity and how this section relates to resource allocation decisions 1:18:00 Tips on Section IV - Assessment</p> <p>Dawn created feedback form. There were six responses: responses spreadsheet. From the responses, the conclusion is that all appreciated the workshop finding the presentations clear and focused. They also appreciated the Q & A time. Dawn will follow-up with one question that was submitted.</p> <p>Coffee eGift Cards have been sent and received.</p>
Inclusion	<p>In order to look at our SLO work from the student perspective include student on SLO Core Team for 2022-23.</p> <ul style="list-style-type: none"> • Reach to DASG's Committee that has expressed interest in developing method to provide faculty with feedback from their students. • Check with Hyon Chu Ye-Baker for her input on the idea. • Seek out interest by instructors of such classes as SOC 15 Statistics and Research Methods in Social Science, PSYC 2 Research Methods in Psychology, and Statistics classes
eLumen	<p>Assessment Configuration Guide eLumen is ready for Assessment configuration. eLumen should be ready for faculty to enter assessments by Fall 2022.</p>
District Opening Day	<p>If the opportunity arises, offer a CAS Standards workshop with Veronica and Dawn giving the overview and a presentation by Michel Lebleu Burns and Hyon Chu Ye-Baker on the work they have done using the tool.</p>