



Student Learning Outcomes Assessment Steering Committee

Minutes

Friday, September 18, 2015

8:10 a.m. – 9:00 a.m.

Cafe Conference Room

Present: Michelle Beasley, Paul Blake, Geoffrey Dyer, Vicki Jacobi, Abbas Jarrahan, Michael Jiles, James May, Tina Mendoza, Debora Rodenhauser, and Brandy Young

Absent: Mark Williams

The Committee opened the meeting with introductions of new members, Abbas Jarrahan, Tina Mendoza, and Debora Rodenhauser. Vicki welcomed everyone back and gave a brief overview of the function of the committee.

REVIEW CHARTER

A copy of the Charter was distributed. Brandy will send out an electronic version to all Committee members. The members will review the Charter and send any recommendations to Brandy. The goal is to have the revised Charter finalized at the October 16th meeting. The Committee members were given the charge to review the new ACCJC 2014 Standards. The new Standards have changed slightly and the Committee should be familiar with areas regarding Student Learning Outcomes. There is a bulleted list of items on the current Charter that are outdated and these will need to be updated. It was recommended that the Committee review other Charters to see what other schools are doing. Brandy will email a couple example Charters from other schools. If it is decided that changes to the Charter are to be made, the recommendations will be taken to the Senate first. It was also suggested that the Committee check the Administrative Policy on updating Charters. This item will be on the October 16th agenda and approval of the Charter will take place after Senate approval.

SET GOALS FOR 2015/16

The goals that the Committee would like to accomplish this year are:

- Have all course level SLOs up to date. Each course should have course SLOs written. Each Committee member was given a list of all CSLOs from their Division. The Committee members have been asked to take the list back to their Division and review all CSLOs with discipline faculty. Faculty should look for accuracy, relevancy and currency within their CSLOs, as well as how well those CSLOs align with program SLOs. Request to inactivate those CSLOs that are no longer relevant. Committee members will bring back their recommendations/updates to the October 16th meeting. Brandy will make all needed changes in eLumen and appropriate files.
- Become familiar with the new ACCJC Standards and understand the SLO portion of those standards and how they relate to the College.

- Lead the way in facilitating the SLO process in order to meet the Standards.

OTHER

Michael Beasley has volunteered to review all course syllabi against the course SLOs in eLumen for accuracy and completeness.

Next Meeting: October 16, 2015 – 8:10 a.m. to 9:00 a.m. in the Café Conference Room.

Respectfully submitted by Brandy Young