

**Student Learning Outcomes Committee**Meeting Summary
October 11, 2012
2:45– 4:00 p.m.
Fox Center, room 211 (conference room)

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| Heidi Diamond, Committee Chair, Business | P | Peggy Mathieson, Academic Senate | A |
| Christopher Wright, Applied Arts and Sciences | P | Elizabeth Maciel, Administrative Services | A |
| Heidi Brueckner, Fine Arts | P | LeAnn McGinley, Assessment | A |
| Vacant, Language Arts | A | Inge Bond, Institutional Research | P |
| Rachel Sandoval, Library | P | Michelle Donohue-Mendoza, Student Services | A |
| Amy Vu, Math and Science | P | Sonia Espejo, Associated Students | A |
| Wendy Bowers-Gachesa, Physical Education | A | Stephanie Kashima, Dean of Instruction and Student Success | P |
| Vacant, Social Sciences | A | Tanya Hanton, Sr. Administrative Asst. and Meeting Recorder | P |

1. Plan for cleaning up active/inactive course lists
	1. Identifying and deactivating classes inCuricUNET continues. The Department Chairs have been polled as to how they are doing with the project. Most have either completed the process or are aware of the deadlines. Some are reluctant to cancel classes that have not been taught because of the difficulty in reinstating them.
	2. For courses that have not been assessed for SP13, the instructors should have records and grades for assessment documentation if the classes were taught within the last few years.
	3. Inge will send out links to the SLO assessment tools next week. She will also put links on the Research web page for now. Work will be done on the SLO website in January. To access the SLO assessment tools [**link will go here when it is available**]. Stephanie suggested that the SLO representatives send a status report to the Department Chairs with the current SLO links.
	4. Deactivating the remaining classes in CurricUNET may be faster and more accurate if the Department Chairs meet with the Curriculum Committee representatives to make the changes in CurricUNET.
	5. A list of all unassessed courses as of July 7, 2012 was distributed.
2. Assessment language for Special Topics and Directed Study classes
	1. Special Topics have been eliminated.
	2. Assessments for Directed Study classes are the same as for other courses, but the instructor develops objectives on a student by student basis.
3. Integrated planning – connecting SLOs and Program Review
	1. Question 21 in the 2012-13 Program Review questionnaire integrates SLOs into the college planning process,closing the loop on integrated planning and budget allocation. (Question 21: Based on the SLO assessments, what institutional-level needs have been identified?)
	2. The “Integrated Planning” document, a distillation of themes that emerged from the responses to Question 21, was presented at the meeting, as well as a compilation of the individual responses of each instructional program.
4. Program Level Outcomes: narratives, department visits
	1. The committee brainstormed ideas for the model and noted possible pitfalls. Heidi will create a draft of a program-level narrative model and send it to the team for feedback.
5. Committee member reports
	1. None.
6. Next meeting – October 25, 2012, 2:45 – 4:00 p.m., Fox 211

Summary prepared by Tanya Hanton