



SLO Core Team Meeting Minutes

Veronica Avila, Karen Chow, Amy Leonard, Mallory Newell, Mary Pape, Toño Ramirez, Dawn Lee Tu

Tuesday, December 4, AT 203C, 12:30 – 1:20 pm

| TOPIC | Purpose | LEADER | Notes |
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| SLO Instructional Coordinator Position | I/D/A | All | <p>The decision was made by Lorrie R. and Karen C. to not hire a replacement for Toño. Rather 35% of the responsibilities of Curriculum Vice Co-Chair will be SLO work. Mary has suggested to Lorrie that this will be working with one division and as a signature person for Curriculum SLO Assessment form.</p> <p>All agreed to invite more to be on the SLO Core Team. Mary will invite Hyon Chu Yi-Baker, Russell Hung, Shagun Kaur, and Brandon Gainer</p> |
| Program Review | I/D | Mary | <p>IPBT approved dates:</p> <ul style="list-style-type: none"> • APRU due date for Department to the Dean: Friday, 22, 2019 • APRU suggestions by Deans to Department Chairs: Tuesday, April 9, 2019 (First week of Spring Quarter) • APRU and Dean's Statement due to Office of Instruction: Friday, April 12, 2019 |
| 2019 Convocation | I/D/A | All | <p>Date confirmed: Friday, February 22, 2018 Mary sent out “Save the Date” to Lorna Maynard for classified listserv and to Karen Chow for faculty list-serv.</p> <p><i>Critical Thinking Guides all on the Pathway</i></p> <p>9:00 – 11:00 am (Kirsch Center – room 115) General Session</p> <ul style="list-style-type: none"> • LOAC recipients (Kristin Skager – English Department & Reading Department) with focus on AB 705 and collaboration of two departments • Guided Pathways <p>Guided Pathways group is discussing possibilities such as</p> |

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| | | | <p>Road Show Activity working towards delineation of meta majors Activity on mapping pathways – each table would have faculty (GE and major specific), staff, counselor, and student. Student is considered most necessary.</p> <p>11:15 – 12:00 noon (Kirsch Center) Breakout sessions Rich Booher – Critical Thinking (Mary remind in January) TBD – Math problem solving. Cheryl Balm is reaching out for a presenter from mathematics to speak to fostering critical thinking Jerry Rosenberg & Thomas Ray – AB 705 (Mallory remind in January) Mallory - guided pathways/data for equity workshop Veronica – SSLO and AUO Workshop</p> <p>Afternoon Workshops: Mary – Workshop on SLO process aimed at part-time instructors, but review of process and TracDat for all.</p> <p>12:00 – 1:00 pm (Fireside) Lunch</p> <p>1:00 – 3:00 Classified and faculty working on Student Services and Instructional Program Review</p> <p>Tasks: Food checks (Nila Nine) – Veronica will handle ordering of Continental Sunrise Breakfast and Lunch. Flyers and Program – Mary Photographer and AV – Mallory has placed the tickets for Brandon Bailey to take photos and to AV for microphone, projector, computer. Request \$600+ from Academic Senate</p> |
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| | | | Incentives approved by Lorrie: PGA credit of 6 hours (double for presenters) LOAC Award for 2019-20 |
| Newsletter | D/A | All | Newsletter no longer seems to be effective in communicating what is needed or new with regards to the SLO process. The Newsletter will be retired for the time being. |
| Equity, IPBT, SSPBT, Curriculum, Academic Senate | I/D/A | Amy, Toño, Veronica | Equity – Amy AS – Mary: SLO Presentation was on agenda for 12/3/2018 but due to time constraints was postponed until 1/11/2019 IPBT – Mary: Program Review updates are to be finalized 12/4/2018 SSPBT – Toño |
| Workshops/Office Hours and other one-on-one work | I/D/A | All | Mary: Dance (Vernon), International Studies (Ruben Abrica-Carrasco), Theatre (Waren Lucas), Child Development(Nellie Vargas) |



SLO Core Team Meeting Agenda

Veronica Avila, Karen Chow, ~~Amy Leonard~~, Mallory Newell, Mary Pape, Toño Ramirez, Dawn Lee Tu

Tuesday, December 13, AT 203C, 12:30 – 1:20 pm

| TOPIC | Purpose | LEADER | Notes |
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| November Minutes | I/D/A | All | November Minutes were approved |
| SLO Core Team | I/D/A | Mary | As soon as the Curriculum/SLO person is announced, Mary will invite Hyon Chu Yi-Baker, Russell Hung, Shagun Kaur, and Brandon Gainer |
| Curriculum Committee | I | Mary | <p>Email sent to all faculty: All faculty -</p> <p>Now is the time to complete an assessment. To assist you I will be in Admin 117 (Academic Senate Office) this week at the following times. Bring your data and we can enter the assessment together.</p> <ul style="list-style-type: none"> • Wednesday, 12/12 from 4:00 - 5:00 pm • Thursday, 12/13 from 10:00 - 11:00 am • By appointment <p>New SLOAC Assessment form for Curriculum Revisions First know that this means any course that is actively taught must have been assessed within the last five years as part of the revision process.</p> <p>Curriculum Form for SLO Assessment is here and is also attached to this email.</p> <p>The form speaks of attachment that can be generated from Nuventive (formerly TracDat). For assistance in generating this report, go to short presentation here or contact SLO Instructional Coordinators, Mary Pape (x8877) .</p> <p>Have a warm and peaceful holiday break,</p> |

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| | | | Mary |
| Program Review | I/D | Mary | <p>SSPBT</p> <p>Rob Mieso has made updates to the SSPBT Program Review document. The updates are minor. He will ask for further input from SSPBT at meeting scheduled for Thursday, December 13th. Then Veronica and Rob will discuss all proposed changes and the document will be finalized and sent to Mary. Mary will then update TracDat. SSPBT's Program Review is also due in the Spring.</p> <p>IPBT approved dates:</p> <ul style="list-style-type: none"> • APRU due date for Department to the Dean: Friday, 22, 2019 • APRU suggestions by Deans to Department Chairs: Tuesday, April 9, 2019 (First week of Spring Quarter) • APRU and Dean's Statement due to Office of Instruction: Friday, April 12, 2019 <p>The document has been updated. Mallory will send Mary links to the data that are customarily included in the document.</p> <p>The document will be sent to Lorrie R. for final approval and then posted on IPBT website and emailed to IPBT members. Department chairs will be sent the document along with a list of workshops after TracDat is updated with the changes.</p> <p>APBT</p> <p>Being that Susan Cheu's replacement is not yet onboard, this one is yet to be updated. Veronica is planning to meet with the area in February. Mary reminded that Pippa (currently on leave) is the one who organizes the completion of Program Review for Administrative Services.</p> |
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| | | <p>Karen announced that Christina will request Judy Minor to move the managers meeting to allow managers to also attend the Convocation.</p> <p><i>Critical Thinking Guides all on the Pathway</i></p> <p>9:00 – 11:00 am (Kirsch Center – room 115) General Session</p> <ul style="list-style-type: none"> • LOAC recipients (Kristin Skager – English Department & Reading Department) with focus on AB 705 and collaboration of two departments • Guided Pathways <p>Guided Pathways group is discussing possibilities such as Road Show</p> <p>Activity working towards delineation of meta majors</p> <p>Activity on mapping pathways – each table would have faculty (GE and major specific), staff, counselor, and student. Student is considered most necessary.</p> <p>11:15 – 12:00 noon (Kirsch Center) Breakout sessions</p> <p>Rich Booher – Critical Thinking</p> <p>TBD – Math problem solving</p> <p>Jerry Rosenberg & Thomas Ray – AB 705</p> <p>Mallory - guided pathways/data for equity workshop</p> <p>Veronica – SSLO and AUO Workshop</p> <p>Afternoon Workshops:</p> <p>Mary – Workshop on SLO process aimed at part-time instructors, but review of process and TracDat for all.</p> <p>12:00 – 1:00 pm (Fireside) Lunch</p> <p>1:00 – 3:00 Classified and faculty working on Student Services and Instructional Program Review</p> |
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| | | | <p>Tasks: Food checks (Nila Nine) – Veronica Sunrise continental breakfast will be ordered. The tentative figure will be 100 attendees. Flyers and Program – Mary Photographer and AV – Mallory Request \$600+ from Academic Senate</p> <p>Incentives approved by Lorrie: PGA credit of 6 hours (double for presenters) LOAC Award for 2019-20</p> |
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| Workshops/Office Hours and other one-on-one work | I/D/A | All | Mary: Dance (Vernon), |