### AGENDA TOPIC
Accreditation D/A

### PURPOSE
All

### LEADER
Pape/Ramirez

### OUTCOME
- Site visit is from October 24 – 27, 2011. Chancellor Raul Rodriguez is the chair of the committee.
- Update web site
- Develop a one-page guide to help ACCJC Committee members to navigate ECMS/SLO.

### PROPOSED TIMELINE FOR 2011-2012
- Summer 2011:
  - i. TracDat: Input SSLO/AUO data
  - ii. TracDat: Refine setup of user interface based on input process
  - iii. TracDat: Begin writing user manual. Anu will e-mail materials received from other colleges.
  - iv. SLO Website: Revise/review in preparation for accreditation visit
  - v. General: Review all SLOAC/PLOAC data gathered in the past year, target programs in need of assistance
  - vi. Event Prep: Prepare videos/workshops for Opening Day. The web site Xtranormal.com might be a starting point.
  - vii. Newsletter: suggestion to include article on TracDat highlighting its choice based on lowest cost and efficiency/ease of use for faculty.
- Fall 2011:
  - i. TracDat: Complete user manual
  - ii. TracDat: Identify and begin work with select group of faculty/staff ‘beta testers’
  - iii. Liaisons: Recruit/train/maintain new/old liaisons
  - iv. Campus Event: 2 workshops at Opening Day (one for liaisons, one for general assessment strategies)
  - v. Event Prep: Design training workshops for winter liaison training
- Winter 2012:
  - i. TracDat: Intensify beta testing
  - ii. TracDat: Begin training workshops for dept. chairs and SLO liaisons
  - iii. Campus Event: Presentation at Teaching and Learning Conference
  - iv. Event Prep: Prepare for spring convocation
- Spring 2012:
  - i. TracDat: ‘Unveil’ TracDat as primary SLO/SSLO/AUO tool for the campus at our convocation day
| **Budget Requests** | **D/ A Pape/Ramirez** | **- It was tentatively agreed that SLO Coordinators would receive 3 courses release time for 2011-12. This will include compensation for summer 2011. Christina will bring proposal to Senior Staff on July 11, 2011. Proposed budget attached below.**  
- Mission statement/decision-making process signs for conference rooms will be ready for Fall 2012. No further action needed by SLO group.  
- Christina will explore ways for Melissa Roche to continue as SLO student assistant. This is best due to her expertise in the SLO process and with maintaining the website. Request is based on 15 hours per week.  
- Faculty liaisons will be able to receive PGA/PAA credit. For meeting outside of regular meetings liaisons will need to submit a form to Toño or Mary by the end of the quarter. The maximum number of hours is to be 15. These PAA/PGA hours are in addition to hours credited for workshops. |
| **Steering Committee Meetings** | **D/ A All** | **Next Meeting will be for September 19, 2011 in Admin 109 from 2:00 – 4:00 pm. For the academic year of 2011-12 Steering Committee meetings will be scheduled once per quarter (during finals week). Christina and Rowena will check on the feasibility of including a Dean on the SLO Steering Committee.** |

**Administrative Reps**
- Christina Espinosa-Pieb, VPI
- Stacey Cook, VPSS - absent
- Marisa Spatafore, Marketing - absent
- Rowena Tomaneng, AVPI
- Mallory Newell, IR - absent

**SLO Coordinators**
- Mary Pape, SLO Coordinator
- Tono Ramirez, SLO Coordinator
- Jim Haynes, SSLO Coordinator

**SLO Team Members**
- Anu Khanna, Curriculum Co-Chair
- Jackie Reza, Staff and Organizational Development
- Coleen Lee-Wheat, Academic Senate VP

**Shared Governance Reps**
- Karen Chow, Academic Senate President
- Rich Hansen, FA - absent
- Lois Jenkins, Classified Senate President-absent
## De Anza College Proposed Use of Fund Balance for 2011 - 2012

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<th>Item</th>
<th>Description</th>
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