



SLO Core Team Meeting Minutes

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

Tuesday, February 5, AT 203C, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
January 2019 Minutes	ID/A	Mary	<p>Minutes for the month of January 2019 were approved. Mary will post on SLO website.</p> <p>Mary will reach out to Russell Hong to be a member of SLO Core Team</p>
Curriculum Committee	I/D	All	<p>At the February 4th meeting of Academic Senate, the Executive Committee voted to remove the SLO Assessment Form from the Curriculum process.</p> <p>Mary will craft an email to inform all faculty the SLO Assessment Form is no longer necessary The email to be forwarded to all faculty will be sent to Division Assistants with Deans cc'd</p> <p>At the Academic Senate meeting, Susan Thomas (part-time psychology) asked if the SLO Assessment work could be added to the primary duties of the full-time faculty.</p> <p>Mary will endeavor to reach out to each initiator, apply rubric to assessment of those courses up for assessment effective Fall 2020. Mary will attempt to track dialog through separate email account.</p>
Program Review	I/D	Mary	<p>Program Review Instructional – Edmundo has requested assistance for his Division, but a date and time have yet to be set.</p> <p>AUO – Veronica will be meeting with this group on February 21st to discuss Program Review</p>

			Mary's thought: SLO Process was key driver in making program review a meaningful document across all areas – instructional, student services and administrative.
2019 Convocation	I/D/A	All	<p>Date confirmed: Friday, February 22, 2019. Times have been slightly updated to provide the General Session and in particular Guided Pathways more time.</p> <p>Outcome revised with input from Guided Pathways Committee: <i>Attendees will use a student-centered approach to critically and empathetically understand students' education path from entrance to completion.</i></p> <p><i>Critical Thinking Guides all on the Pathway</i></p> <p>9:00 – 11:15 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 – Veronica will introduce as an assessment of ILO Critical Thinking <p>11:30 – 12:30 noon (Kirsch Center) Breakout sessions</p> <ul style="list-style-type: none"> • Rich Booher – On The Means and Ends of Teaching Critical Thinking (KC 112) • Jerry Rosenberg & Kritin Skager – AB 705 Across Campus Kirsch Building (KC 115) Suggestion is to invite faculty currently teaching MATH 114 to join presener • Alicia Cortez & Mallory Newell – Equity Work in Action: How doing this work benefits ALL – students, faculty, and staff (KC 112) • Veronica Avila – SSLO and AUO Workshop AT 204 • Mary Pape – Workshop on SLO process aimed at part-time instructors, but review of process and TracDat for all. AT 311

			<p>12:30 – 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 (Sunrise Breakfast – use 100 as tentative count) Flyers and Program – Mary Photographer and AV – Mallory</p> <p>Incentives approved by Lorrie: PGA credit of 6 hours (double for presenters) LOAC Award for 2019-20</p>
--	--	--	---



SLO Core Team Meeting Minutes

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

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

TOPIC	Purpose	LEADER	Notes
SLO Core Team	D/A	All	Mary reached out to Russell Hong to be a member of SLO Core Team. His decision is pending. Mary will reach out to Lori Ranck asking for PGA credit.
Assessment Progress	I/D	All	<p>Desire: The assessment of student outcomes needs to be organic and nurtured by faculty desire to have space to interchange ideas on improving pedagogy.</p> <p>Reality: We appreciate that 70% of departments are diligent in assessing student learning outcomes. ACCJC mandates 100%.</p> <p>How can we continue to encourage meaningful and productive assessments rather than compliance but still fulfill the ACCJC mandate? Possible solutions were discussed:</p> <p>SLO Coordinator’s report out assessment progress quarterly to Academic Senate.</p> <p>Christina’s ideas to meet the Accreditation obligation:</p> <ul style="list-style-type: none"> • Checkbox on curriculum to confirm that Student Learning Outcomes have been assessed. This would position us with a process to answer the ACCJC Midterm Report. It is highly unlikely that FA will standby and allow faculty to be placed in a position to complete this checkbox. • Hold Dean’s responsible as part of their signing off on curriculum to check that the outcome assessments were complete. This is logistically feasible since Deans could be

			<p>provided with a list of courses that did have assessment work complete.</p> <p>SLO Core Team is open to inviting Tim Shively to a meeting to help brainstorm ideas on how to accomplish the task of assessing outcomes in all courses on a regular cycle that drives curriculum and planning while honoring Article 10.7 of the FA Agreement.</p> <p>Turn to faculty to answer this question. It is noted that the Professional Development ISW and ISI workshops have contained robust conversations surrounding assessments. Dawn would develop a series creating a cohort of faculty who would collegially engage in conversations leading to robust assessments of outcomes. Dawn would ask for VP of Instruction's support by way of a stipend for participating faculty.</p> <p>First step: Set up meeting with Christina including Lorrie Rnack, Mallory, Karen Chow and Mary Pape.</p>
2019 Convocation	I/D/A	All	<p>2019 Convocation Page on SLO website with links from main SLO page and Guided Pathways page.</p> <p>RSVP continues to grow – 69 Attendees as of 2/12. Kristin Skager has reached out with confirming she will have a slide presentation. Guided Pathways workshop has taken form.</p> <p>Tasks: Food checks (Nila Nine) – Veronica (Sunrise Breakfast – use 100 as tentative count) Flyers and Program – Mary Flyer is complete Program needs updates concerning people Photographer and AV – Mallory</p>

			Incentives approved by Lorrie: PGA credit of 6 hours (double for presenters) LOAC Award for 2019-20
Workshops/Office Hours and other one-on-one work	I/D/A	All	2/7 Cecilia Deck (LA – Journalism) for questions concerning Program Review



SLO Core Team Meeting Minutes

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

Tuesday, February 19, AT 203C, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
SLO Core Team	D/A	All	<p>Mary reached out to Russell Hong to be a member of SLO Core Team.</p> <p>In order to provide PGA credit to liaisons, Lorrie has requested a pseudo job description. The SLO core team has adopted the following description for liaison to the SLO Core Team:</p> <p>1.) What are the responsibilities required and expectations on part of liaison to SLO Core Team? Attend our weekly SLO Core Group meetings giving input on how best to promote dialog and meaningful assessments in departments and throughout campus.</p> <p>Be there to give a helping hand on Convocation Day.</p> <p>Welcomed additions: Author an article or sound bite around the general idea of assessments; Perhaps a workshop or reaching out to a department.</p> <p>2.) How long does this commitment last? One quarter at a time</p> <p>3.) This a college service position. 15 PGA hours per quarter.</p>
Assessment Progress	I/DA	All	<p>Mary and Mallory will be meeting with Christina concerning next steps for SLO process in order to ensure we meet the promise made in our Follow-Up Report. Some thoughts:</p>

		<p>Outcome: <i>Attendees will use a student-centered approach to critically and empathetically understand students' education path from entrance to completion.</i></p> <p><i>Critical Thinking Guides all on the Pathway</i></p> <p>9:00 – 11:15 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 – Veronica will introduce as an assessment of ILO Critical Thinking <p>11:30 – 12:30 noon (Kirsch Center) Breakout sessions</p> <ul style="list-style-type: none"> • Rich Booher – On The Means and Ends of Teaching Critical Thinking (KC 112) • Jerry Rosenberg & Kritin Skager – AB 705 Across Campus Kirsch Building (KC 115) Suggestion is to invite faculty currently teaching MATH 114 to join presener • Alicia Cortez & Mallory Newell – Equity Work in Action: How doing this work benefits ALL – students, faculty, and staff (KC 112) • Veronica Avila – SSLO and AUO Workshop AT 204 • Mary Pape – Workshop on SLO process aimed at part-time instructors, but review of process and TracDat for all. AT 311 <p>12:30 – 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:</p>
--	--	---

			<p>Food checks (Nila Nine) – Veronica (Sunrise Breakfast – use 100 as tentative count) Flyers and Program – Mary Photographer and AV – Mallory</p> <p>Incentives approved by Lorrie: PGA credit of 6 hours (double for presenters) LOAC Award for 2019-20</p>
--	--	--	--



SLO Core Team Meeting Minutes

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

Tuesday, February 26, AT 203C, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
SLO Core Team	D/A	All	<p>Mary will next reach out to Mark Healy to join the SLO Core Team.</p> <p>No person or area has applied for the LOAC award at this time. It is time to reach out.</p>
Assessment Progress	I/DA	All	<p>In the meeting with Christina, Lorrie R., Mallory N., and Karen C., Mary focused on the positive: over 70% of the departments are continually assessing student learning outcomes. The work is continuing as planned – just no signature form.</p> <p>Mini-ISW Series will be held Spring Quarter with tentative dates of 5/24 and 6/7. Focus will be on such topics as:</p> <ul style="list-style-type: none"> • Too much grading work? Create more manageable assessments. • How to give “Smarter Feedback”. <p>Veronica and Mary will make a presentation to Academic Senate highlighting best practices as well as updated Department Honor Roll. Mary will ask for us to be on the agenda for May.</p> <p>Dialog recorded through bcc to outcomes@deanza.edu</p>
Program Review	I/D	Mary	<p>Program Review: Instructional – Mallory or Ola will attend the IIS Division meeting on March 15, 2019 to assist with use of Program Review tool and any other aspect of the Program Review that there might be questions on. In the meantime, Mary will reach out to the chairs and leads in IIS to offer support.</p>

			<p>SSPBT – People are reaching out with questions.</p> <p>AUO –Veronica has scheduled a help session.</p>
2019 Convocation	I/D/A	All	<p>Outcome: <i>Attendees will use a student-centered approach to critically and empathetically understand students’ education path from entrance to completion.</i></p> <p><i>Critical Thinking Guides all on the Pathway</i></p> <p>Over one hundred attendees including one Board of Trustees member attended this years convocation.All seemed truly engaged with Hyon Chu Yi-Baker exclaiming she was “excited the whole day”.</p> <p>Mallory and Karen will focus on follow up with students. Mary will focus on debrief of classified professionals and faculty. Dawn will provide possible exit-type surveys.</p> <p>Veronica will be working on the assessment which then will be disseminated to attendees and all.</p> <p>Keeping the momentum going will be the new focus for Guided Pathways. Karen shared that Lorrie R. felt a tri-chair leadership approach to the Guided Pathways core group would cement the necessary alliance that the initiative mandates between Administration, Classified Professionals, and Faculty. The goal is to have the team ready to roll by Fall 2019 with compensation in place.</p> <p>Next concept to work on is “meta majors”. Perhaps 5 buckets and each person chooses a bucket for his/her department. Perhaps faculty would have their own department. Perhaps Administrators and Classified</p>

			Professionals and/or students would draw a department and decide which bucket it should go into.
Equity, IPBT, SSPBT, Curriculum, Academic Senate	I/D/A	Amy, Toño, Veronica	Equity – Dawn had nothing to report. AS – Mary had nothing to report IPBT – Mary is to ensure that for 2019-2020 resource allocations the % of SLO assessments completed will be part of the information given on the spreadsheet to IPBT members. SSPBT – Veronica No meeting on February 21. Curriculum Committee – Mae had nothing to report.