

# MINUTES

## SLO Committee

January 31, 2011`  
1pm-2pm  
Room 104B

**Type of Meeting:** SLO Committee

**Attendees:** Patti Flores Charter, Chair; Angelina Stuart, Kathy Tyner, Joel Levine, Lukas Buehler, Sylvia Garcia-Navarrete, Linda Gilstrap, Michael Ford, Mark Meadows, Eva Hedger, Nelson Riley Victoria Lopez, Diana Kelly, Laura Galvan-Estrada

**Absent:** Alejandro Orozco, Aaron Starck

| Minutes |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Speaker  |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1.      | Call to Order, Introductions, Approval of Agenda, Next Meeting Monday, February 7, Room 104 B, from 1 pm to 2:30 pm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 1. Patti |
| 2.      | <u>Office of Research Update</u> <ol style="list-style-type: none"> <li>1. Linda, Michael, and Patti met Jan. 28 and planned SLO task items for the Workload Survey and as a mechanism to visually organize tasks at-a-glance.</li> <li>2. Linda is gathering AUO information for organization and implementation.</li> </ol>                                                                                                                                                                                                                                                                                          | 2. Patti |
| 3.      | <b>Action: Linda will contact AUs</b> for which she need AUOs. She and Patti will review content and methods of measurement. They will look for how these are different from Program Review data collection elements (as required by Accreditation).<br><br><u>Accreditation Workgroup 4 Status Report :</u> <ol style="list-style-type: none"> <li>1. The latest version of the report is out for SLO Committee feedback.</li> <li>2. Patti will report for our Committee at the Special Governing Board Meeting this Sat.</li> </ol> <b>Action: All members will give feedback to Patti asap on the WG 4 report.</b> | 3. Patti |
| 4.      | <u>Expansion of SLO Committee</u> <ol style="list-style-type: none"> <li>1. Our Committee now has Academic, Student Services, and will have AUO members.</li> </ol> <b>Action: Patti will contact Nick A., Michael Kerns, Patti Larkin, and Joe Figueroa to solicit AUO members.</b>                                                                                                                                                                                                                                                                                                                                   | 4. Patti |
| 5.      | <u>eLumen Update :</u> <ol style="list-style-type: none"> <li>1. eLumen Coordinators are being identified for Student Services. Patti met with Student Services Council today to explain steps for implementation and timelines. Next Patti will review the SLOs with them so they can be input into eLumen. These meetings are being scheduled.</li> <li>2. Lukas has started an eLumen Handbook.</li> </ol>                                                                                                                                                                                                          | 5. Patti |

| Minutes |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Speaker  |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
|         | <p>3. Patti will create eLumen trainings for faculty and schedule the 1 hour trainings with Coordinators.</p> <p>4. Feb./March faculty will train first with Patti to learn how to input SLO assessment results in eLumen with a completion target of end of March 2011.</p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li><b>1. Lukas will continue work on the eLumen Handbook.</b></li> <li><b>2. Patti will work on Glossary of Terms for Handbook and an introduction.</b></li> </ol> |          |
| 6.      | <u>SLO Plan Update and SLO Assessment Plan:</u> Tabled due to time.                                                                                                                                                                                                                                                                                                                                                                                                                                       | 6. Patti |
| 7.      | <u>Workload Survey:</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 7. Patti |
|         | 1. The committee reviewed the draft document and gave some feedback.                                                                                                                                                                                                                                                                                                                                                                                                                                      |          |
| 8.      | <p><b>Action:</b></p> <ol style="list-style-type: none"> <li><b>1. Patti will write up definitions to go on the back.</b></li> <li><b>2. Patti will bring Flex Credit to next Senate Executive Committee Meeting.</b></li> </ol> <p><b>Next Meeting, Monday, Feb. 7, 2011 in Room 104 B</b></p>                                                                                                                                                                                                           |          |
| 9.      | Adjourn                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |