

SLOAC Meeting Notes – October 24, 2003

Present: Hilary Altman, Jason Seals, Lynn Bratchett, Elmer Bugg, Tae-Soon Park, Ann Elliott, Jennifer Shanoski (chair)

Agenda Item	Discussion	Action
1. Subcommittees	<p>The education subcommittee met and decided to have an extra meeting on Monday, November 4 to discuss the Annual Program Update Template. The committee would like to discuss augmenting the APU template provided by the district so that it emphasizes the use of assessment work in planning.</p> <p>Dr. Bugg said that he would provide a copy of the template from the district but that the DAS was working on changes. Dr. Bugg suggested that we email Karolyn van Putten to get an endorsement on the work that we are trying to do.</p> <p>The data subcommittee did not meet in October due to scheduling conflicts.</p>	<p>Jennifer will email a copy of last year's APU template with a reminder about the Nov. 4 meeting.</p> <p>Jennifer will email Karolyn van Putten regarding APU changes.</p>
2. College hour workshop on November 5	<p>Jennifer has been working on a set of taskstream manuals that she would like to use for the college hour workshop on November 5. Hilary and Jason offered to test the manuals by Nov. 1 so that they can be updated in time for the workshop.</p> <p>Ann and Hilary both said that they would attend the workshop.</p>	<p>Jennifer will email completed taskstream manuals to Hilary and Jason for editing.</p> <p>Hilary and Jason will send their revisions/comments back to Jennifer by Nov. 1.</p>
3. Accreditation Report	Jennifer prepared a summary of the Accreditation Standards as to how they relate to SLOs and assessment	

	<p>Some questions to consider were also prepared and distributed. Dr. Bugg will be sending out an audit instrument next week that can be used for brainstorming.</p> <p>Dr. Bugg will be setting up a dropbox for each standard and will discuss this at the next meeting.</p> <p>The committee discussed having a special meeting in the near future to look at the accreditation report and identify what needs to be done and what evidence can be collected.</p>	<p>Jennifer will email last year's Assessment Report to the group as well as a doodle for when to meet for this discussion.</p>
5. Faculty Hiring Criteria	<p>The current list of hiring criteria does not include anything about SLOs and/or their assessment. At a recent meeting, it was suggested that such criteria might be relevant since student learning is supposed to be driving planning.</p> <p>A long discussion about this ensued with the committee mostly agreeing that assessment work should inform <i>who</i> is ultimately hired but not <i>how many</i> and in which disciplines. We discussed the need for a greater influence on CEMPC in order to ensure that assessment results are used in the planning process and development of college goals.</p>	
6. Future Meetings	<p>Next meeting will be Thursday, November 14 at 12:00 in R23.</p>	
7. Other	<p>The contract for a webmaster has been approved and should start working soon.</p> <p>Hilary brought in a list of best sites from around the</p>	

	<p>area. She said that most of the websites were terrible and that Merritt's site was not found in a google search. We will discuss the website more at the next subcommittee meeting. In preparation for that meeting, Jennifer will prepare an outline of the website information that we want/need.</p>	<p>Jennifer will prepare an outline of the desired website information.</p>
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