

**Meeting Minutes****10-8-2020****1:30-3:00pm**Meeting Zoom Link: <https://cccconfer.zoom.us/j/95878003129?pwd=YUJSVVJiZFZDWGNNoa2RwOFZKM1hkdz09>**MEMBERS:**

<b>VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)</b>			
X	Laura Forlin		
X	Heather Casale		
X	Sun Young Bing		
<b>NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)</b>			
X	Ronald Moss		
X	Doris Hankins		

**GUESTS:**

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP ACTION</b>
I. Call to Order	Meeting called to order at 1:30pm	
II. Adoption of Agenda	Agenda was adopted without objection. All approved.	Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
III. Approval of Minutes	Meeting minutes were approved without objection. All approved.	Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
IV. Action Items/ Presentations	<b>Identify Topic of Discussion</b> <ul style="list-style-type: none"> <li>Coordinator check in (ACCJC standards 1B1 &amp; 1B2)</li> <li>SLOAC Membership</li> <li>SLOAC Bylaws</li> <li>Assessment Calendar 2020-2021</li> <li>AOU training update</li> <li>Accreditation meeting update</li> </ul>	Division Coordinators continue to work with and provide support to their division on assessment work.
V. Standing Items	<b>Assessment/Goals</b> <ul style="list-style-type: none"> <li>All division coordinators working with their division department chairs and program directors, around all assessment (SLO, PLO, ILO).</li> <li>Heather met with Nursing during their most recent department meeting to discuss assessment planning.</li> <li>Laura worked with Biology/Chemistry around ongoing assessment work.</li> <li>Laura also spoke with Courtney about his desire to use methods other than curriqunet to document assessment work being done. He will provide</li> </ul>	Noted above.

	<p>evidence of SLO assessment to SLOAC for tracking and the PLO/ILO assessment will be documented in his APU.</p> <ul style="list-style-type: none"> <li>• Evan provided update (he is away at a conference this week) as follows: <ul style="list-style-type: none"> <li>• -I held the PLO/Assessment meeting with ESOL team as suggested and that was great, which lead to my first attempt at the PLO/dept. form, which I sent to you. It also led to walking ESOL colleagues through SLO work and getting them set up for that.</li> <li>• -There's been a flurry of requests for updated spreadsheets. Probably should just send out latest version for APUs?</li> <li>• -I have established contact with elusive Anthony Powell (thanks to being on a TRC with him) and we will be doing a CNet tutorial next week-I've started on my first APU, working with Todd Johnson (and Ron Moss tagged along to get a better sense of it), and will hopefully be of more use on this front as I complete several for English, ESOL, Humanities, Spanish, Philosophy...</li> </ul> </li> <li>• Laura assisted at Oct. 1<sup>st</sup> APU training and will do a follow up training at the Oct. 20<sup>th</sup> professional development day.</li> <li>• SLOAC still short membership. Academic Senate President is aware and attempting to secure additional members.</li> <li>• Bylaws reviewed – we do not have a quorum, so final approval to be shelved for next meeting.</li> <li>• Assessment Calendar shelved for next meeting due to lack of quorum.</li> </ul> <p><b>Accreditation</b></p> <ul style="list-style-type: none"> <li>• Both Heather and Laura are members of the Accreditation committee and will continue to support ongoing accreditation efforts, including support for APU completion.</li> </ul> <p><b>Equity</b></p> <ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	
VI. New Business	<p><b>Identify Topic of Discussion</b></p> <ul style="list-style-type: none"> <li>• Approval of 20-21 Assessment calendar.</li> </ul>	Assessment calendar to be reviewed at the next SLOAC meeting
VII. Old Business	<p><b>Identify Topic of Discussion</b></p> <ul style="list-style-type: none"> <li>• Complete Bylaws revision as noted above.</li> </ul>	Revised Bylaws to be brought to next meeting for final SLOAC approval before forwarding to Academic Senate.
VIII. Announcements	<ul style="list-style-type: none"> <li>• List announcements None</li> </ul>	
IX. Adjournment	Meeting adjourned at 2:32pm	