**GLENDALE COMMUNITY COLLEGE**

**SLO COMMITTEE**

**MINUTES (*Adopted)***

**Thursday, April 26, 2013 12:30-1:30 LB-205**

Meeting was called to order at 12:32 p.m.

**Members Present**: Victoria Bursch, Jayne Campbell, Karen Hamilton, Dora Krannig, Maria Kretzman, Margaret Mansour, Barbara Flynn, Dave Martin, John Rome, Rory Schlueter, Charlotte Schulten, Jeff Smith, Kirk Vaughn, Yvette Ybarra (Chair)

**Members Absent:** Jennifer Krestow, Timothy Vale

**Proxies:**

**Quorum:** 14/16

**Guests:** Susie Chin

**APPROVAL OF MINUTES – September 26, 2013**

It was MSC (Krannig/Rome) that the minutes of April 26, 2013 be approved.

**INFORMATION ITEMS: Accreditation Report**

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| * 100% of all assessments must be completed by December. | ***Outcome***   * Currently the college is at 74% completed assessments * Accreditors want to see cycles and changes to outlines based on assessments. * Old assessments were converted into PDF form and cannot be cut and pasted into database. These are tracked by Ed Karp. Only new assessments (Fall 2012) should be entered into the database system. * Schlueter requested an update so we can track progress and who may need help. * If assessments are do for courses that have NOT been assessed they can be moved up. * ONLY one SLO/PLO needs to be assessed by December * If a SLO/PLO are the same they must be entered into both SLO/PLO areas |

**Database System**

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| * Database system is up and running | ***Outcome***   * Go to Glendale.edu/slo and click on database link. The password is Coordinator * Drop down to end of page and click on “Submit Assessment” * What is entered into the database system is what was given to David on the excel spreadsheet in the Fall of 2012 |
| **Star** |  |

**How to Change an SLO/PLO**

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| * Best method to change SLO/PLO-subcommittee to review SLOS on CORs | ***Outcome***   * To change an SLO the COR must be changed and tracked by division and C&I. * PLOs do NOT go to C&I but SLOs do. * We would like to see the PLO change with a STRIKEOUT of the old and new PLO in BOLD under the STRIKEOUT. This will be sent to Yvette and David and changed in the database program. * The changes will be made on the PLO form and this will automatically adjust the 3 year timeline. * Schlueter feels this belongs to the faculty and division |
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**SLOs and Exit Standards**

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| * SLOs are not exit standards | ***Outcome***   * SLOs are the broad goal making assessments easier and exit standards are the specific skill you want them to learn. There are some instances when an SLO and exit standard are the same. |

**SLO and Program Review**

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| * Program Review | ***Outcome***   * User friendly on-line form. * Changes made as a result of assessments and completed cycles. * Assessments are NOT about what we are doing but what the student is learning. * Adding different types of assessments to website Ybarra will add. |

**ADJOURNMENT** The meeting was adjourned at 1:35p.m.

**NEXT MEETING**

The next meeting is scheduled for 12:30p.m.on October 31, 2013.

Respectfully submitted by: Yvette Ybarra

Minutes reviewed by: Yvette Ybarra (Chair)