GLENDALE COMMUNITY COLLEGE
SLO COMMITTEE
MINUTES (*Adopted*)
March 27, 2014 AD 252

Meeting was called to order at 12:31p.m.

Members Present: Victoria Buresch, Jayne Campbell, Barbara Flynn, Dora Krannig, Maria
Kretzmann, Margaret Mansour, John Rome, Charlotte Schulten, Jeff Smith,
Sarah McLemore, Kirk Vaughn, Yvette Ybarra (Chair)

Members Absent: Karen Hamilton, Jennifer Krestow, Dave Martin

Proxies: Emelyn Judge (Karima Esmail)

Quorum: 12/16
Guests: Susie Chin and David Yamamoto

APPROVAL OF MINUTES – March 27, 2014

It was MSC (Campbell/Kretzmann) that the minutes of December 16, 2013 be approved.

INFORMATION ITEMS:

	Outcome
• Current status of SLO/PLO Learning Outcomes Database	• 96.4% of defined SLO assessments completed • 94.2% of defined PLO assessments completed • Did not reach 100% because 10-15 courses were not offered for consecutive semesters; yet they were not removed from the catalog. Software linkage to alert C&I may be in order. • Program Learning Outcomes – Programs may have been altered or removed yet some courses still offered. May need tracking system that links courses to existing programs. • Some SLOs have been submitted without dates; thus, making the process of tracking changes and improvements difficult. • David Yamamoto working on some improvements- driven by faculty needs

SLO Coordinator Member of C&I

	Outcome
• Motion: SLO committee recommends the SLO Coordinator become a member of C&I for the purposes of providing input concerning SLOs/PLOs.	• **MSC (**Mansour/ Kretzmann) Motion approved.

Learning Outcome Review Checklist

	Outcome
• Review Checklist (handout)	• A draft checklist document designed to be an educator tool to help to distinguish and separate exit standards from SLOs.
	• May be used to recommend changes during preliminary review of courses.
	• Will add "open" and "close" SLO examples as part of the draft checklist.
	• A 'friendly' amendment to the second learning outcome was proposed and withdrawn
• Motion: The SLO committee recommends to C&I that the Learning Outcome Review Checklist be used for new and revised SLOs/PLOs.	• The SLO Coordinator would be responsible for providing leadership and guidance to C&I regarding this education tool. 8 approved, 0 opposed, 3 abstain.

Definition of a Program

• How do we define a program concerning learning outcome?	• The definition of "mastery" may need to be quantified
	• May need to be linked to resources.

Review Process of SLOs/PLOs and Outlines

• SLO and C&I Course Outline and SLO review process	• This item was put on hold until Ybarra and Schwendimann can review the C&I pending handbook.

ADJOURNMENT The meeting was adjourned at 1:30pm.

Respectfully submitted by: Yvette Ybarra
Minutes reviewed by: Yvette Ybarra (Chair)