

**GLENDALE COMMUNITY COLLEGE  
SLO COMMITTEE  
MINUTES (Adopted)  
Thursday, September 26, 2013 12:30-1:30 LB-225**

Meeting was called to order at 12:36 p.m.

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

**Members Absent:** Karen Hamilton, Jennifer Krestow, Dave Martin, Timothy Vale, Kirk Vaughn

**Proxies:**

**Quorum:** 11/16

**Guests:** Susie Chin

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

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

**INFORMATION ITEMS: Accreditation Report**

<ul style="list-style-type: none"><li>• 100% of all assessments must be completed by December.</li></ul>	<p style="text-align:center"><b><i>Outcome</i></b></p> <ul style="list-style-type: none"><li>• Currently the college is at 79.5% of SLO assessments completed</li><li>• We went from 40% to 65% of written PLOs assessed.</li><li>• Division Chairs should review courses on spreadsheets to verify if courses have not been offered.</li><li>• Assessments can be done sooner to meet the deadlines.</li><li>• Number of outcomes assessed is not as important as completing the assessment. These assessments can lead to future changes.</li><li>• Ideas for early assessments are surveys</li><li>• Issues for concern are the discrepancies from the original spreadsheets and what is in the database system.</li><li>• If changes need to be made wait until winter.</li><li>• Ed has tracked all old assessments.</li><li>• Only enter assessments that have been done fall 2012 and later.</li><li>• Assessments will continue in a 3 year cycle.</li></ul>
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## Future Workshops

<ul style="list-style-type: none"><li>• Workshops to focus on in Spring 2014</li></ul>	<p style="text-align: center;"><b>Outcome</b></p> <ul style="list-style-type: none"><li>• How to successfully write and assess PLOs</li><li>• Understanding results</li><li>• Changing SLOs/PLOs and WHY (reformatting)</li><li>• Giving examples of different types of SLOs/PLOs from different areas. Using examples from other colleges.</li><li>• Best ways to connect SLOs and PLOs. How to build a successful PLO</li><li>• Understanding the connection between SLO/PLO and Program Review. How is linked to resource requests.</li></ul>
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## How to Change an SLO/PLO

<ul style="list-style-type: none"><li>• Best method to change SLO/PLO-subcommittee to review SLOS on CORs</li></ul>	<p style="text-align: center;"><b>Outcome</b></p> <ul style="list-style-type: none"><li>• To change an SLO the COR must be changed and tracked by division and C&amp;I.</li><li>• Will be working with C&amp;I to streamline the process</li><li>• Schlueter feels this belongs to the faculty and division</li><li>• We need to develop a review process of SLOs/PLOs</li></ul>
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## Tracking of ILOs and Timelines

<ul style="list-style-type: none"><li>• How do we assess ILOs</li> <li>• Three year cycles and timelines</li></ul>	<p style="text-align: center;"><b>Outcome</b></p> <ul style="list-style-type: none"><li>• One of the main objectives of the database system is to tie SLOs/PLO/ILOs together. The spreadsheets each division completed linked the outcomes together.</li><li>• The database system is set up to automatically notify the division chair and the instructor who wrote the initial assessment.</li><li>• Divisions will have to realign timeline schedules once all assessments have been completed.</li></ul>
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**ADJOURNMENT** The meeting was adjourned at 1:29p.m.

**NEXT MEETING**

The next meeting is scheduled for 12:30p.m.on November 21, 2013.

Respectfully submitted by: Yvette Ybarra

Minutes reviewed by: Yvette Ybarra (Chair)