1. **Members Present:** Yvette Niccolls, Deb Parziale, Rachel Sherman, Dave Topham

2. **Minutes:** February 14, 2010 Approved. (Motion: Topham; Second: Sherman)

3. **Course and GE SLO Assessment Update**
   - Course Module Assessment page: Plans to add a course assessment page to the CurricUNET course module to assess course SLOs with a separate assessment report are being discussed and approved.
     - Conference Call with Steve Thyberg, Governet VP, held on March 2, 2011 with Jim Wright, Mike Bowman, Kimberly Robbie, Deb Parziale, Dave Topham.
       - Steve demonstrated Chafee’s Course SLO assessment module and encouraged us to purchase that module. After discussion, Steve said he would discuss the Ohlone proposal with George Tomas, CEO. The Ohlone proposal was approved with plans for summer 2011 development and fall 2011 implementation. Mike Bowman will be the contact person during summer 2011.
     - This topic has been discussed with the Curriculum Committee since the beginning of this academic year. The formal proposal was reviewed on February 7 and voted on at the March 7, 2011 meeting. Committee members voiced the following concerns:
       - Workload issues related to the need to assess every course SLO. Clarification made: Every course SLO does not need to be assessed every year. Courses are on a 6 year review cycle and an assessment plan for course SLOs needs to be set up by each program to assess course SLOs sometime within the 6 years.
       - Feasibility of long term sustainability of assessing all course outcomes.
       - How will courses taught by Adjunct faculty be assessed? Clarification: Full time faculty are responsible for the curriculum and for assessment of SLOs. In some colleges, Adjunct faculty are paid for assessment; that is not the case at Ohlone. At Ohlone, Adjunct faculty can be paid for 3 hours of flex time each semester. Assessment activities during the semester count toward flex for adjunct faculty but not for full-time faculty. Issues related to assessment of course and program SLOs by Adjunct faculty need further discussion and resolution. The Curriculum Committee defers to the Faculty Senate on this issue.
       - Committee members do not want to be responsible validating the assessment plan, results, and improvements. Clarification: Committee members would only be responsible for seeing the page is completed. Content of the page will be reviewed by faculty teaching the course and Deans.
       - Some members feel they have not heard about the need to assess course level SLOs before. Clarification: Assessment of course and program SLOs has been discussed during Fixed and Floating Flex activities,
during Curriculum and SLOA meetings and at Faculty Senate over the last 8 years.

- Faculty need more information on how to set-up and implement an assessment plan at both the course or program level. Clarification: Data includes many factors. Does not need “perfect” statistical analysis or research protocol. More workshops will be available.
  - Deb will meet with Dr. Browning, Dr. Wright, and Mike Boman on March 31 to clarify the course SLO assessment requirements as specified by WASC/ACCJC.
- Some SLOA members requested consideration of the following: (1) no assessment be included in the course review; (2) Have a simplified assessment page in the course review module; (3) If each course SLO needs to be assessed, maintain the current plan. Key to determining approach will be clarification of what is needed to meet WASC standards.
  - GE Committee Assessment Plans Update: GE Committee is working with faculty from each of the GE Plan A areas with the goal of reviewing area definitions and SLOS to make the language clearer to students. At the same time faculty will work to develop criteria for standardization of GE outcomes assessment and provide examples of how the GE outcomes are assessed.

4. CurricUNET Program Review Updates:
   - Wording updates completed
     - SS Area of SLO & Assessment: Assessment of each program SLO
       - List activities/action plan.
       - Indicate your planned method of assessment.
       - Enter assess results and analyze student success in achieving this PSLO.
       - Future Action - select one: (Improvements) (as requested by Debbie Trigg)
     - Student Achievement area: Analyze the program’s current use of staff, equipment, technology, facilities, and/or other. Comment on how the program can best use these resources. (as requested by Dr. Browning). In Instructional area: Describe any additional notable program achievements (optional).
     - PIO and PIO Assessment: Addressing college objectives was added to the rationale statement as requested by Dr. Browning and the College Council.
   - Updates to Program and Services Review Website
     - Updates to the Guidelines and Manual for Instructional/Disciplines; Student Services; Administrative Services/Instructional Services/President’s Office were completed by D. Parziale and added to the website.
     - PIO Prioritization Process documents
   - Chandra Vanajakshi is developing a CurricUNET Program Review User Manual

5. Student Services Update
   - Program Reviews are in process of being completed for the Student Services area. These are due into CurricUNET by the end of this semester.
   - The PIO Prioritization Process was completed by the Dean/Directors and VPSS using thePIO Prioritization Rubric with ease.
   - Side note: Instructional PIO Prioritization
Deans for the English Department and Science Division asked for a faculty representative from each area to meet with them to prioritize PIOs and to discuss the rationale for inclusion.
- Deans prioritize PIOs based on the rubric.

6. **Assessment Tracker** developed by Jon Degallier
   - Deb resent log-in information to all SLOAC members to review the Assessment Tracker.
     - Here is the link:
     - Log in to the following address and don't forget to bookmark:
     - [http://projects.cs.ohlone.edu/~pio/pub_assess/login.cgi](http://projects.cs.ohlone.edu/~pio/pub_assess/login.cgi)
     - Watch this 10 minute video to help set up the program for your assessment results:
     - User name is same as your Ohlone Email address and password is “password” which you may change.
     - Discussion tabled due to lack of time. Will discuss via email.

7. **Chair’s Report**
   - Response from Mission College folks to the Ohfone Program Review process, following Ohlone Visit in February 25’ 2011: Mission folks were impressed with the comprehensive nature of the Ohlone program review process and the systematic method of entry. They liked the way all of our systems were pulled together in a comprehensive whole. Additionally, they expressed concerns regarding their current dealings with Governet in the course level module, i.e. Software not intuitive and slow customer service.
   - Deb Parziale – Will do two presentations at the CA Academic Senate’s Accreditation Institute, March 18 and 19, 2011
     - Proficiency and Beyond! The ACCJC Rubric for Institutional Effectiveness in Student Learning Outcome
     - It’s all about Student Learning: Using SLO Assessment in Institutional Planning and Resource Allocation

8. Parking lot:
   - Possible CurricUNET Program Review revisions
     - Consider developing a PIO ranking system within CurricUNET.
     - Request redesign of both curriculum and program review modules to make them more user friendly.
   - Review the charter and Functions of SLOC
     - Provide more workshops on assessment
     - Clarification of the role in Program Review
     - Review of Assessment Plans for course or program level
     - Continue to recruit additional members

**SLOAC Meeting Schedule 2010-2011:**