De Anza College Notes November 4, 2010

Purpose: SLO Steering Committee Meeting   Location: SCS   Time: 3:00 - 5:00 PM

AGENDA TOPIC	PURPOSE	LEADER	OUTCOME	ATTACH
TracDat system – Update on recommendation /purchase status	I	Khanna	Foothill is interested in purchasing Trac Dat. The district has directed Marty Khan, ETS Manager to get a quote for a district purchase. Wednesday, November 10, 2010 representatives from each college will meet with Fred Sherman, VP of Technology to discuss the purchase.	
Program Outcomes Liaison Training Workshops – Information/Update	I/ D	Pape, Ramirez	November Liaison Workshops planning is underway. The activity for program level assessment is becoming clearer. Pape and Haynes will be attending a SLO Coordinators Regional Meeting at Sierra College on November 5, 2010. The hope is that more clarity and examples regarding program level assessment will be one of the main topics. Ramirez presented an example of an assessment calendar rubric.	
SSLO/AUO – Status/Update	I	Haynes	Reported that 100% of the Student Services programs have written program SLOs and are on file with Jim. It is expected at 100% of SLOACs for these programs will be completed before Fall of 2011.	x
Program Outcomes and Assessment: Establishing a six-year cycle?	I/ A	Pape	Pape expressed a concern about the workload of program assessment for divisions/units/programs that have large numbers of certificates to assess. It was decided that the Coordinators would personally help programs that have large numbers of certificates organize their work over the 6 year—assessment cycle.	
Need for updated Organizational Chart - Discussion Need for a "Pathways Chart" for IPBT, SSPBT, and FERPBT	D	All	Last year, annual program review updates were only required of groups that had written program reviews in the past. Khanna reported that the curriculum committee is performing a SLOAC, where would this information go be placed? What about new programs such as Linc, MPS, Student Success Center . . . where do they fit? Any group that needs to make resource requests should (?) perform a program review. Anderson suggests that perhaps some of the programs can be grouped together based on similar outcomes. A clarification of who needs to do program review is imperative. LaManque suggested that criteria should be created by the SLO Steering Committee and then brought forth to all the shared governance groups for vetting. Action: The next SLO Steering Committee meeting agenda will center on this task. Lee-Wheat reported that a resolution from the accreditation steering committee and academic senate will be bringing forth resolutions to College Council asking for a handbook that clarifies college shared governance processes and groups.	
DRAC committee	I/ A	Anderson	The District office of Research has created a new committee. The SLO Steering Committee recommends that Lee-Wheat brings G.Anderson's name to the Academic Senate for confirmation on this committee.	
Program Review IPBT and CTEC reports	I/ D	Lee-Wheat	Bdzil and Sherman noted that CTEC programs regularly do program reviews for their accrediting agencies. They suggested that by adding two questions (see attachment # 6 and 7 of their proposed form) the De Anza PR would be more inclusive relative to CTEC programs. They also suggested that the current program review update form could be more effective and "user friendly" if the expectations for the writers was more clearly stated.	

A = Action | D = Discussion | I = Info | Online = http://www.deanza.edu/gov/IPBT/

Administrative Reps	SLO Coordinators	SLO Team Members	Shared Governance Reps
~~Christina Espinosa-Pieb, VPI~~ ~~Stacey Cook, VPSS~~ ~~Marisa Spatafore, Marketing~~ ~~Rowena Tomaneng, AVPI~~ Andrew LaManque, District IR	Mary Pape, SLO Coordinator Tono Ramirez, SLO Coordinator Jim Haynes, SSLO Coordinator	Anu Khanna, Curriculum Co-Chair Jackie Reza, Staff and Organizational Development Coleen Lee-Wheat, Academic Senate VP	Gregory Anderson, Academic Senate President ~~Rich Hansen, FA~~ ~~Lois Jenkins, Classified Senate President~~

Student Services (SSPBT)

18 programs

- 18 programs have written and submitted SSLO statements (100%)
- 70 SSLO statements have been written and of those 70 SSLO statements have been submitted (100%)
- 11 programs (61%) submitted an Annual Program Update in Spring 2010
- 6 programs (35%) are also conducting SLOAC on their curriculum

SSLOAC Fall Report sent to all 18 programs - (due date is Nov. 16 - as of Nov. 4),
Eleven have been returned (61%).

Based on the information from the 11 programs that have submitted their SSLOAC Fall Report:

In 2009-10:
Of the 70 written and submitted SSLO statements, 30 were assessed (43%)
Of the 30 assessed statements, 29 SSLOAC were completed (97%)
Of the 18 Student Services programs, 11 programs (61%) submitted the 2009-10 Annual Program Review Update

In 2010-11:
One program has already assessed and completed SSLOAC on 3 statements.
The other 10 programs plan to assess and complete SSLOAC on 25 statements
One program has already written a Program Level Outcome (PLO) Statement

Academic Services (IPBT)

12 Programs plus OTI and Community Education
Of the 12 Academic Services programs:

- 4 say they have written SSLO or AUO statements (33%)
- 2 have submitted their SSLO statements
- 2 have written and submitted Program Level Outcome Statements.

OTI and Community Education have written and submitted 6 SLO statements - of the six statements - 3 have been assessed and completed SSLOAC (50%) in 2009-10

A SSLOAC/AUOAC Fall Report Form will be sent to all programs in Academic Services plus OTI and Community Education the second week in Nov.

College Services (FERPBT)

17 programs of which 7 have written and submitted AUO statements (41%)
Their goal is to complete at least one AUOAC per program in 2010-11

An AUOAC Report Form will be sent to all programs in College Services by the end of the winter quarter.