

AGENDA TOPIC	PURPOSE	LEADER	OUTCOME	ATTACH
I. SLO Team's Role in Reviewing the Accreditation Self-Study document	I/D	Khanna	The team will work together to ensure that upon review the document reflects a consistent report.	
II. Convocation Day Proposal for Spring Quarter 2012	I/D	Lee-Wheat Khanna	The purpose of the day would be to provide time and space for the dialogue about assessment results and planning to take place. Christina will bring the concept to Senior Staff. The SLO team will contact FA to let them know that this event is being planned and ask for their advice.	
III. Job Description and Sustainability for the SLO Coordinator positions		All	The parameters for the job(s) were discussed. The main focus for this team is to get program level SLOs off and running. Moving course level assessment along, especially encouraging the planning of the assessments. Ramirez and Pape have decided to divide the divisions into groups so that they can each work with departments or individuals from departments.	
IV. Deadlines/items/issues must be in place college wide in order for SLO/PLO work to continue	I	Lee-Wheat	College-wide deadlines and goals for SLO work were discussed. Mid-April will be a major checkpoint for the process. IPBT has just concluded creating a comprehensive program review document from which last year's Annual Program Review document will be reassessed and changed. Program SLOACs should be formulated. Tono and Mary conducted two workshops for liaisons and department chairs and will do one more in January. Certificate and Degree SLO statements and descriptions are due in February to the Curriculum committee to meet catalog deadlines. A training for liaisons, deans and department chairs in preparation for the convocation was discussed.	
V. Sustainable support for the SLO and PLO processes commercial products, scantron?	D	All	The process for purchasing a commercial product is on its way. The tech task force has set a priority list. SLO related items are amongst the top 5 projects.	
VI. Newsletter			Creative ideas and formatting was discussed. The first newsletter may come out in January. Showcasing success stories from our faculty will be one of the main topics. An article about assessment will be included in subsequent letters. M. Newell will assist in this task.	

A = Action

D = Discussion

I = Info

Online = <http://www.deanza.edu/gov/IPBT/>

Attended (): *italics means non-voting member*

Administrative Reps	SLO Coordinators	Faculty Reps
Christina Espinosa-Pieb, VP Instruction Rowena Tomaneng, Instruction AVP-absent Letha Jeanpierre, VP Finance & Ed Planning -absent Donna Jones-Dulin, Finance & ED Planning AVP - absent Stacey Cook, VP Student Service	Mary Pape, Instruction Tono Ramirez, Instruction Jim Haynes, Student Services and Administrative Units	Anu Khanna, Curriculum Co-chair Gregory Anderson, Academic Senate President Coleen Lee-Wheat, AS, VP FA: Rich Hansen-absent