



by Coleen Lee-Wheat and Jim Haynes, SLO Coordinators

Time Period: Week of: May 17-21

Topic	Discussion	Action/Concern
College Planning Calendar	College Council needs to take the lead on synchronizing college decision making processes	Jim and Coleen will attend the College Council meeting May 27. A proposal will be suggested: a committee is formed to determine a detailed 6-year calendar and a MEGA program review document
Annual Update Form Process	IPBT has created and distributed the Annual Update Form for instruction. The SSPBT is following along and creating their form based on the IPBT form	Coleen will attend the IPBT meeting on Tuesday May 25 as they are finalizing the Annual Update Program Review process and starting to consider the criteria for evaluation of the form. She will recommend that SLOAC criteria are included in the rubric.
NAPA Valley College visit	An excellent model for Program Assessment was revealed by the SLO NVC coordinator. Details of a methods based on Ruth Stiehls work to involve faculty in productive workshops in developing program outcomes were also shared. Napa had 4 years of research and college discussion before they embarked upon any action! They were able to quell faculty concerns during that time. Their President, Academic Senate President and VPI are overtly involved in promoting the process. The original SLO coordinator, Jerry Sommerville has his PhD in Student Learning and the Outcomes process.	Opening Day activities will be planned this summer based on the NVC models of workshops. A program assessment flo chart will be created for presentation to the College council based on the NVC model. To meet the ACCJC rubric requirement that students are informed about the SLOs for a course, the concept of encouraging faculty to add SLOs to their syllabi should be discussed. At this time, De Anza's ECMS system only shows SLOs on the SLO subsystem which is not available for viewing by the public. The memory capacity of the NAPA SLO storage system was impressive. It brings to light the fact that we do not have the manpower to continue to develop our ECMS system to match the needs of the SLOP. Anu will start a committee to research the needs for the project. Then a set of vendors representing various commercial products will be invited and a product analysis and budget analysis may follow.
ECMS	guide	Anu has beta tested the instructions for inputting SLOAC information. She has created a guidebook. Coleen and Anu are working with TWRIT students to revamp the SLO website and add a tutorial and formalized guide to the website. This project should be completed by the end of the quarter. There are 2 hour meetings with the students each week as well as google doc sharing sessions.
Reflection and Enhancement Workshops	Language Arts, Physical Education, ICS, Creative Arts have reported division meetings with emphasis on the Reflection and Enhancement	Coleen will distribute SLO Assessment Liaison Binders and in so doing contact the Department Chairs of PSME and the Dean. By meeting personally with the Chairs it is hoped that she can determine

	phase.	<p>how the faculty from those areas are doing in their SLOAC efforts. She will also research the outcomes website more carefully to see if any of the PSME faculty have reported SLOAC plans to the outcomes website and then follow up with phone calls.</p> <p>A general memo reminding instructors of the importance of inputting their reflection and enhancement results will be distributed to the deans and liaisons with instructions to distribute to their faculty. A copy of the ECMS guide for inputting SLOAC information will be attached</p>
--	--------	---