STUDENT LEARNING OUTCOMES STEERING COMMITTEE
MEETING MINUTES – February 5, 2007 – 2:30 – 4:30 pm

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<th>Name</th>
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<tr>
<td>Carolyn Baranouskas</td>
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<td>Laurel Jones</td>
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<td>David Boehm</td>
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<td>Stuart McElderry</td>
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<td>Moh Daoud</td>
<td>X</td>
<td>Amber Machamer</td>
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<td>Jim Gioia</td>
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<td>Carlos Navarro</td>
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<td>Teresa Henson</td>
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<td>Maureen O’Herin</td>
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<td>Lauren Hasten</td>
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<td>Michael Schwarz</td>
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<td>Tina Inzerilla</td>
<td>X</td>
<td>Scott Vigallon</td>
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<td>Marjan Sharifi</td>
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<td>Christian Blanco</td>
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<td>Sharon Gach,</td>
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<td>Admin Asst.</td>
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1. Welcome

Another semester of student learning outcomes; Tina and Stuart have already been busy working with presentations and with eLumen; SLO training was given to the new faculty and it was very successful.

2. Spring Semester Goals

A. Vanguard: Math, Anthropology, English; History will be continuing with eLumen training and look at the completed assessment tool; assessment of course level SLO; additional course level SLO; begin program level SLO.

B. Academic Services: Additional course level SLOs and rubric workshops along with a completed assessment tool (deadline needed); assessment tool may be unique to the discipline (Art or Creative Writing being unique in its ability to be measured, etc.).

C. Student Services: SLO development and eLumen want to work with student services to work them into the planning and development; DSPS program has a rubric draft developed; may need to look at other colleges and what they have done with student services.

D. Workshops: Developing assessment tools (rubrics); want to get people something to get started with and need to get people to come to them; town hall meetings may not be enough time and we need to go to division meetings as well.

E. Additional Training: Write “Getting Started on Rubrics” manual: draft to committee for March 5th meeting; want rubrics to be a part of the dialogue for
faculty to engage in for rubric development; the possibility of rediscovering the
discipline and teaching; assessment may be a living thing and need to be changed
in accordance with the rubric. Professional development training can also be done
in the new PDC/Innovation Center beginning in the fall semester.

F. Plan Fall Flex Day: How to use eLumen; demo what has been done by one of the
Vanguard groups.

G. Study/Revise Fall SLOs: Study and revise the fall SLO with possible revision of
website.

3. Questions about Goals
   A. Do we have contact information from the committee should they request expertise
      in a specific area? Who do we contact in a specific section of the process?
   B. Next meeting we will take a look at the website and brainstorm a way to revise it
      and improve it. Add the strategic plan to the site; possibly add discipline specific
      planning to the website for other faculty to review and for accreditation purposes.

4. eLumen Update

   Not everything is up-to-date and need to have at least one additional semester; eLumen is
   not done making the changes we had asked for but have sent us screen shots but they are
   not completed; disciplines will need to be involved in the testing process; we have fall
   semester loaded but not spring; there is an initial load being done for this semester; we
   may need to figure out how often we upload eLumen; can be taken care of with using the
   not applicable function. Last meeting a screen would have a list of actions that could
   come up on the screen. Amber sent around hard copies of action brainstorms; can we
   possible scan the assignment into eLumen; may be helpful for new and adjunct faculty
   members to have; possible cyberfolder for curriculum and SLO and assessment in that
   link; possible need for online portfolio link as a possible expenditure.

5. Accreditation and SLO

   Possible recommendation and planning to accompany the Accreditation process.

Submitted by,
Laurel Jones