Student Support Services SLO Meeting Minutes

July 25 2012  9:00am @ FAO

Attendees: Jorge Bell, Roland Montemayor, Fred Chaveria, Barbara Hernandez, Carmen Pacheco-Cueba, Ted Alfaro, Terry Hall, Veronica Hunnicutt, Michael McPartlin

Vice Chancellor Bell:

- Recap of August 3rd deadline for matrix/evidence. Please send your report/data to VC Bell. Attach a summary of evidence to matrix and keep the evidence for future retrieval.
- Will poll group for future meeting dates
- Special Report due to WASC on October 15th
- All Student Services units will use matrix to post their SLOs/AUOs
- Suggest we refer to Mt. San Antonio and Santa Rosa websites for more information.

http://www.mtsac.edu/administration/accreditation/

http://www.santarosa.edu/slo/

Roland Montemayor:

Matrix deadline for the group will be September 10th to meet the October 15th deadline. This will allow time for editing and to unify and produce a report that reflects one voice.

VC Bell:

- Handed out timeline and deadlines from Chancellor's office. Will check to make sure our due dates will work for this calendar.
- Distributed Dean Sunny Clark’s sample SLO Matrix.
- Each student service area will use the matrix to report their SLO’s. The matrix has been standardized so that all units will use the same template for reporting purposes.
- Matrix will be kept up continuously by each division. Any previously established SLO’s should be included in the matrix template.
- Each Campus will report SLO’s in the same matrix template as the one that will be used by the Student Services Division. A meeting will be held with all Campus Dean’s to talk about SLO’s and what reporting needs to happen from this point forward.
- Our minimal goal is proficiency this year and continuous quality improvement next year.
- College will be revising and updating our college mission and this will determine what services will take priority.
• Please document and provide evidence for SLO’s in your division. Keep all information for your records. Data will be very important.

DISCUSSIONS:
• It was mentioned how grants limit what and how much we can do. Last night’s board meeting (7/26) stated that grant projects also need to be accounted for in the college mission and plan.
• There was a discussion on how data should be kept accurate and valid. We must be realistic about what we do and we must always maintain our integrity.

REPORTING:

Dean Veronica Hunnicutt reported:
She has SLO’s for academic years 09/10, 11/12 and will do 12/13. Will add student interview data and complete by next meeting.

Carmen Pacheco-Cueba reported:
Reported that a survey for the Mission Campus would not be completed for the Summer 12 as previously stated. Survey asked too many questions about many areas and it needs to be focused and aligned with SLO’s for the Campus. Will meet with Campus Coordinators at the begin of the semester to discuss SLO’s and measurement tools. How do we keep our AUO if our mission changes? We will need to evolve.

Barbara Hernandez reported:
Need to focus on what people can do and not be limited by job classification.

Ted Alfaro reported:
Student Development and Advocacy SLOs are progressing well.

Michael McPartlin reported:
Guardian Scholars surveyed 120 of the 200 clients per term as part of SLO. Conducted interviews, they are meeting SLOs required by funding agencies. Have been tracking student progress. Found that other college divisions were not tracking so they are unable to compare their data. Guardian Scholar students are not a cohort so their data show year to year progress.

Dean Terry Hall reported:
Have a meeting scheduled next week for schools to develop common set of SLOs. School will use service and dept SLO progress reports.

Dean Fred Chavarria reported:
Retention programs have not had any administrative support or guidance in past. They have accomplished a lot but have not worked together as a unit. This will be the challenge.
Dean Roland Montemayor reported:
09/10 all financial aid units have SLOs. Matriculation have 3 SLOs, EOPS has done SLOs for 2-3 years, Calworks completed FY09/10 FY10/11. Will need to do FY11/12. Financial aid working on load default prevention programs and student financial planning workshops.

DISCUSSION:

It was discussed that SLO’s should be included in our main website as well as the campus websites. The following were comments made to the discussion:
- We lack an organized support services for webpages and they become obsolete.
- CCSF has accomplished much but we have not provided evidence.
- The problem is our process. This is what need to change.
- Evidence of poor leadership. SLOs are only a part of our problem.
- We do not relate to the College as a community. Need better communication.

VC Bell:
- Has asked that any documentation/evidence/work on SLO’s should be kept in a binder.
- Need to develop a master annual calendar for us to use for the SLO cycle and each unit will have their own master unit calendar for activities matching the master annual calendar. Stay on track.
- Next week is deadline and need your electronic matrix.
- VC is available if need help or resources.
- Distributed campus services data spreadsheet produced by Lidia
- We are expecting a student member to join our committee.