Ad Hoc Student Learning Outcomes Committee

SLOC Meeting Minutes  April 20, 2012  1:30-2:30  MUB 250

Attendance: Tom Boegel, Bob Davis, Anna-Lisa Helmy, Soonduk Lee, Pam Mery, Charles Metzler, Andrea Niosi, Minè Ternar, Katryn Wiese,

1. Approve Minutes
   April 5, 2012 SLOC minutes were approved.

2. Discuss Purpose of Committee
   The committee discussed its purpose: 1) coordinate SLO assessment work; 2) promote college wide dialogue on SLOs; 3) structure documentation to make SLO work more visible. Though the first objective is very broad, it was agreed that our purpose is not to direct SLO assessment at the department level. Instead, our discussions will lead to broad recommendations and the development of structure to make SLO work more visible (e.g. website; forms).

   A discussion ensued on general reporting practices and how long open answer questionnaires bury information. College level reporting on SLOs is primarily conducted through the program reviews and as a result, becomes buried in long MS Word documents. The committee discussed the idea of working with IT to make program review into an online form inputted into a database rather than its current MS Word file format. A benefit would be the data being more easily manipulated across disciplines. An obstacle is moving away from current college practice and training faculty. Pam Mery will bring the idea to the program review committee.

   The committee will recommend that the college provides adequate resources to assist every department in publishing a webpage on SLOs that is updated each semester. The SLOC will develop a template with headings to provide some structure and standardization. Departmental SLO web pages would be linked to the main college SLO website. More training with the CMS may need to occur.

   The committee will recommend that all faculty be involved in SLO work each semester and that the work be documented. SLO work need not be conducting an assessment; it could mean analyzing an assessment conducted the previous semester; implementing a recommendation that came out of an assessment or departmental dialogue on SLO works. The documentation can be shown on the departmental SLO webpage.

   The committee will recommend that course outlines be made public. The committee
feels that SLOs for courses needs to be made visible to students. Course outlines will be linked from the main SLO website.

Lastly, the committee will recommend that the SLO website be improved and turned into a portal directing access to SLO work throughout the college.

3. **Role of Program Review in SLO reporting**
   The committee was asked to review the current wording to the question about assessment of SLOs on the current Program Review template. The committee recommends the following revision:

   “Summarize your department’s progress since the last program review on the plans for improving courses, programs, projects, and services based on the assessment of student learning outcomes. If your unit does not offer courses, use this space to discuss your progress in improving your services based on the assessment of your administrative unit outcomes.”

4. **College Outcomes Framework**
   Though not discussed directly a specific agenda item, the topic of developing structures and framework was addressed throughout the meeting.

5. **May Meeting**
   The next SLOC meeting will be held May 2\textsuperscript{nd} at 1:30. Room TBA.