

Imperial Valley College  
Student Learning Outcome Committee

Minutes

09/14/2011 (Approved 10/12/11)

| Topic                      | Discussion   | Decisions  |
|----------------------------|--|--|
| Meeting Start Time:        | The meeting commenced at 3:05 pm in Room 709.  |  |
| Committee Members Present: | Toni Pfister - Chair, Sidne Horton - Recording Secretary, Members: Daniel Gilison, Frank Hoppe Kseniya Gregory, Romano Sanchez-Dominguez and Lisa Solomon.   |  |
| Visitors Present:          | Dean McNeece, Dean Cuellar, Sydney Rice  |  |
| Review of the Minutes:     | The committee members reviewed and discussed the minutes for February and June 2011. Both sets of minutes were approved by the committee.  |  |
| Flex Day:                  | Members discussed the SLO workshops that were part of Flex Day in August 2011. General consensus was that the sessions went well considering it was the first time Flex Day was held. The emphasis on Program Learning Outcomes (PLOs) during Flex Day turned into a discussion on PLOs. Members provided improvement ideas such as including an example of PLO forms that have already been completed; making it known who is responsible for PLOs (ie. Dean or Chair?); and consulting with Instructional Council on PLO issues. | The issue of responsibility and accountability for PLOs and SLO cycle assessments was discussed at Curriculum meeting on 10/06/2011. When they are not completed in a timely manner this issue will go from Chairs to Deans and the CIO. |

Imperial Valley College  
Student Learning Outcome Committee

Minutes

09/14/2011 (Approved 10/12/11)

| <b>Topic</b>   | <b>Discussion</b>  | <b>Decisions</b>  |
|--|--|---|
| <p>Update on IVC Mission Statement &amp; SLO sign:</p> <p>Randomization Rules for SLO Assessments</p> <p>Committee Goals for 2011-2012</p> | <p>Mission Statement and SLO signs are up and good! They could be larger but at least are in all classrooms per Maintenance. The SLO-C would like to consider incorporating SLOs more into activities on campus such as quizzes, fun things, etc. Also, the committee recognized the importance of engaging students - including SLOs - and wants to further this discussion at a later meeting.</p> <p>After much lively discussion, the randomization rules were approved. The SLO Chair will design a form with these guidelines and forward it to faculty. Basically if there are:<br/>           1-3 sections then 100% of classes will be assessed.<br/>           4-8 sections then 75% of classes will be assessed.<br/>           9 or more then 6 sections will be assessed.</p> <p>Faculty are asked to assess a variety of classes including those taught by fulltime and adjunct instructors, those offered in the daytime and evening, and both face-to-face and online delivery systems.</p> <p>No new specific goals were added. We will continue to consider already established goals. We recognized that “paired” classes may present</p> | <p>In September 2011, the SLO Coordinator emailed randomization rules to all faculty.</p> |

Imperial Valley College  
Student Learning Outcome Committee

Minutes

09/14/2011 (Approved 10/12/11)

|  |   |  |
|--|---|--|
| <p>Accreditation:</p> <p>Survey Monkey:</p> <p>2011-2012 Meeting Times</p> | <p>further SLO discussion.</p> <p>The Coordinator and other committee members regularly attend the Continuous Accreditation Readiness Team (CART) meetings held on the 1<sup>st</sup> and 3<sup>rd</sup> Fridays of each month. CART is currently working on student and staff surveys.</p> <p>IVC's CART is currently re-designing faculty and staff surveys that will be implemented through SurveyMonkey.com. Dean McNeece stated that Banner already includes a lot of demographic data and that the previous student survey was too long. CART is looking for ways to reduce the survey. Members discussed possible questions to add such as "What are the top two ILOs students feel are most important after college?" Toni will review the student survey SLO questions to look for or add ones that measure the ILOs. Toni has reviewed the previous staff survey and provided improvement ideas for the SLO questions to CART.</p> <p>The members discussed and agreed to continue meeting at 3:00 PM in Room 709 this semester. The possibility of changing times in the spring was thought not to be a good idea because the later time slot is better for faculty and spring schedules are already being designed with an opening during Wednesday afternoons.</p> |  |
|--|---|--|

Imperial Valley College  
Student Learning Outcome Committee

Minutes

09/14/2011 (Approved 10/12/11)

|  |   |  |
|--|---|--|
| <p>Open discussion:</p><br><br><br><br><br><br><br><br><br><br><p>Adjournment:</p> | <p>Concerns were voiced that the SLO website is currently at the old site and hasn't been moved over to the new site yet. In August, Toni put in a request to IT to move all SLO materials to new site with the exception of two items on the front page. IT recognized that the SLO website needs to be moved over but has not yet had the time. Members reminded Toni to send cycle assessment due date reminders.</p> <p>The meeting was adjourned at 4:15 pm. The next meeting will be held on October 12, 2011 at 3:00 pm in Room 709.</p> |  |
|--|---|--|