

**CONTRA COSTA COLLEGE
SLO/AUO COMMITTEE
MONDAY, OCTOBER 21, 2013 – 4:00 P.M.
ROOM #AA-216**

MINUTES

Present:

SLO/AUO Coordinator: Gabriela Segade (Chair)

Faculty: Jason Berner, Wayne Organ, Intisar Shareef, Kenyetta Tribble

Management: Donna Floyd, Helen Kalkstein

I. Approval of Minutes and Agenda

The Agenda was approved. There were two changes made to the October 7, 2013 Minutes: 1) In the third paragraph under IV. A. it was clarified that in spring 2013 the SLO/AUO Committee decided that the Committee should assess the Liberal Arts Degree; and 2) Under V., it was clarified that the SLO module articulates well with CurricUNET.

II. Follow-up on Submission of Committee Structure to Student Success Committee

This agenda item was tabled.

III. Reading/Revision and Approval of Committee's Mission

The proposed changes to the SLO/AUO Committee composition suggested at the Oct. 7, 2013 meeting were approved. Jason will take the recommendation to the Student Success Committee. If it's approved at the Student Success Committee, Jason will forward the recommendation to College Council.

IV. Coordinator's Report on Making SLO Files Accessible to All Faculty

Gabriela spoke with I.T. manager James Eyestone. Vice President Tammeil Gilkerson has given approval for Gabriela to have access to the SLOs and Assessments on the Vice President's P-Drive. Donna explained where examples of SLO Assessments can be found on the web page. Gabriela will investigate how many SLO Assessments should be on the webpage per the ACCJC.

V. Coordinator's Report on Information Submitted by Members of Management Council

Gabriela has received very few descriptions of management units' SLO/AUO processes. She'll send the managers another e-mail. First we want to know what everyone is doing now. It can then be reviewed after it's collected. Gabriela will also talk to President Noldon about attending the next Management Council meeting.

Everyone was referred to a draft of the SLO/AUO Assessment process. Wayne has looked at the institutional standards at other colleges. Many are just taking their averages over the past five years and set them as benchmarks, or make the averages the standards. Wayne took the draft to

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the Planning Committee and the Academic Senate. He asked who's responsible for making the plan for the process. The Planning Committee reports to College Council. Wayne could give a proposal to College Council and if the College Council approves this, the SLO/AUO Committee would be responsible. Gabriela asked if institutional standards should be in the process. Wayne thought it was important because institutional standards are now a requirement.

Program and Unit will be merged. Programs and units go through the same validation process. Unit level will be changed to "Type". Everyone felt the chart is very useful and should be pursued.

There was a lengthy discussion about the draft of the process. Gabriela will update the chart as more information is received.

VI. Clarification on Who Has Been Looking Into/Discussing Possible Software for SLO Reporting (with Vice President and Vice Chancellor)

The Vice Chancellor suggested getting all colleges to use the DVC software for tracking the SLO process, but that would involve a considerable amount of time invested into learning the new software. This is the beginning of the third year CCC has been working with CurricUNET. The college has spent a lot of money. Vice President Tammeil Gilkerson is working hard on getting the CurricUNET module up and running as soon as possible. The Committee felt that the CurricUNET module for tracking SLOs would be a more logical choice.

The meeting adjourned at 5:00 p.m.

Minutes Recorded by Mary Healy