

**CONTRA COSTA COLLEGE
SLO/AUO COMMITTEE
MONDAY, DECEMBER 2, 2013 – 4:00 P.M.
ROOM #AA-216**

MINUTES

Present:

SLO/AUO Coordinator: Gabriela Segade (Chair)

Faculty: Jason Berner, Wayne Organ, Intisar Shareef

Management: Donna Floyd, Helen Kalkstein

Student: Ysrael Condori

I. Approval of Minutes and Agenda

Jason moved to approve the 10/21/13 Minutes and Ysrael seconded his motion. The Minutes were approved. Donna moved to approve the Agenda and Jason seconded her motion. The Agenda was approved.

II. Follow-up Reports

A. Report to Student Success Committee

Mary Healy will continue to send the Minutes of the SLO Coordinating Committee meetings to Mayra Padilla to be placed on the Student Success Committee Agenda as an information item.

B. Report on SLO Folder in P-Drive

V.P. Tammeil Gilkerson created an SLO Folder on the P-Drive and all SLOs, AUOs, and Assessments have been moved to that folder. Anyone can access these documents. Gabriela will send an e-mail to faculty informing them that all SLOs and Assessments are now on the P-Drive in the SLO folder. She'll include instructions for MAC users.

The ACCJC will want to see some SLO Assessments posted to the college website for the public to view. Donna has posted some on the website. Gabriela will review the SLOs that are on the website and try to update the older ones.

C. Follow-up on Overview of SLO Process at CCC

i. Revised Chart

Gabriela displayed the revised chart of the SLO Assessment process. There was some discussion that the SLO Assessment process for the GE courses has nothing to do with the core competencies. Seventy-five courses were submitted for the core competencies but it's unclear which 75 courses Wendy Williams used.

ii. Reports Submitted by Managers

Helen reported that a manager will share their AUOAs at all Management Council meetings. Helen will be sharing the Liberal Arts AUOAs at the December 2013 Management Council meeting.

SLO/AUO Committee
December 2, 2013

D. Process for Submitting Revisions of SLO Plans/Statements to SLO/AUO Committee

Gabriela will send a message to faculty asking them to submit their course outlines and new SLOs if the old SLOs have been revised to her. Jason asked about departments going through content review. The CIC reviews content review packages and he wondered if those departments should also send revised SLOs to Gabriela. The CIC does look at SLOs during content review and CIC sometimes edits them. Jason doesn't want revised SLOs to be reviewed at two different places and receive different edits and suggestions. Gabriela thought she could review revised SLOs and then forward them to CIC. After discussion it was decided that all revised SLOs should be sent to Gabriela to determine if the SLOs need to be edited. After reviewing, Gabriela will send revised SLOs that don't need editing to CIC. If this happens during content review, the CIC will inform the authors that the revised SLOs are acceptable and include them in the content review packet.

III. Future Items

A. Assessing Core Competencies

Gabriela has been looking at what other colleges are doing regarding core competencies. Gabriela will start with the chart Wendy Williams created to ascertain what the 75 courses are and map the courses. She thought this may be very time-consuming and perhaps a student worker could do it. Gabriela distributed a list of the core competencies that were established at All College Day in 2005. Gabriela will develop a system for how to determine which SLOs relate to the core competencies and then bring it to the SLO/AUO Committee. The question was raised how to determine if it's an authentic assessment. Gabriela has a background in assessment but she wasn't sure at what point she should intervene. Jason said she can look at them and tell them if she doesn't feel it's an authentic assessment. Helen thought most people would welcome her feedback. Gabriela can start looking at SLO Assessments and if she maps the core competencies she will learn how people are assessing things. She'll let the SLO/AUO Committee know if it's becoming too time-consuming. Intisar questioned "Students at Contra Costa College will develop:". She didn't think Items A – H were really applicable. The SLO/AUO Committee will revise the core competencies to make sure they can be assessed.

B. Institutional Standards

The Student Success Committee will make a presentation at Council of Chairs on Wednesday. The ACCJC is asking for extensive, meaningful collegial consultation on SLOs. College Council tasked the Student Success Committee with bringing this to the Council of Chairs. When SLOs are being discussed, the Vice President and Academic Senate President will chair the College Council meeting.

The meeting adjourned at 5:05 p.m.