

Student Learning Outcomes / Administrative Unit Outcomes Committee Meeting Minutes

February 21, 2017; 2-3:30PM

CTC-127

Present: Randy Watkins (SLO/AUO Coordinator), Lynette Kral (Academic Senate Administrative Assistant), Jason Berner (Dean of Liberal Arts), Beth Goehring (Academic Senate President), Nick Dimitri (Business Services Supervisor), Ellen Coatney (Biology Department Chair)	
Review of Agenda and Minutes:	Randy Watkins
Minutes of November 15, 2016 (no meeting December 20, 2016):	
<ul style="list-style-type: none"> • New ILOs are in CurricUNET • Updated SLO Mapping Flowchart • New Forms: Mapping SLOs to ILOs, Mapping SLOs to PLOs • New CurricUNET SLO Module Training Manual? 	Need to check with GoverNET
CurricUNET / SLO Issues	
<ul style="list-style-type: none"> • Management Liaison for GoverNET / CurricUNET • Procedure for adding faculty to CurricUNET • Procedure for adding/changing SLOs only • Data Reports for DE, SLOs • Admin for testing • Cannot edit outcomes of course in review with Admin • Turn off Rich Text • Program locks up after mapping SLOs • New ILOs not showing on old programs/courses • Aggregate of All SLOs in a Course: Assessment Methods cannot be checked. Do not show on the All Fields Report • DE Form Changes • Assessments Included in Aggregate Field: Programming characters are showing in All Fields Report • CurricUNET ILO Aggregate - No Report 	<ol style="list-style-type: none"> 1. Meeting with President Mehdizadeh Wednesday, 2/22/17 2. Department Chairs should contact the Curriculum Specialist (Karen Ruskowski) for access. The Academic Administrative Assistant (Lynette Kral) will help as needed. 3. Group decided to modify Course SLO Mapping template to enable modifying SLOs as well. Approvals will go to SLO Coordinator and CIC Chair. 4. Group decided that the Academic President, CIC Chair, SLO/AUO Coordinator, Curriculum Specialist, and Academic Senate Administrative Assistant should all have Admin privileges in CurricUNET. 5. Group decided to disable Rich Text in CurricUNET fields. 6. All courses and programs need to be modified in order for the new ILOs to be included. 7. Aggregate of All SLOs in a Course: Assessment Methods cannot be checked. Do not show on the All Fields Report. Needs to be reported to GoverNET. 8. DE wants form changes. Need approvals. 9. Assessment included in Aggregate Fields showing programming characters. Needs to be reported to GoverNET. 10. Need the final ILO Aggregate Report created.
Training Issues	
Where to store files?	Other than agendas and minutes, which are copied to the W: drive, all other materials need to be submitted to the Web Administrator for publishing on the website or YouTube channel.
<ul style="list-style-type: none"> • W: drive read-only off campus and must download to read. • Office365 requires obscure login. • Personal: https://1drv.ms/f/s!AiQPArcYynUsiQ8dppzBJSWYBsTO 	
Next Meeting: ?	March 21, 2-3:30PM, CTC-127