



SLO Core Team Meeting Minutes

Veronica Avila, Anu Khanna, Coleen Lee-Wheat, Amy Leonard, Mallory Newell, Jim Nguyen, Mary Pape, Toño Ramirez, Dawn Lee Tu

Tuesday, March 6, AT 203C, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
February Minutes	D/A	Mary	Minutes approved. Mary will post on website.
2018 Convocation	I/D/A	All	<p>General session presentations were right on the mark both in so far as time and topic. Alicia and students from Environmental Sciences and John from Dining Services presented their assessment of the project aptly named Collaborative and Engaged Learning. The students evidenced that they had certainly learned the connection between sustainability and food production. Russell Hong reported out on their successes with funds received from LOAC award.</p> <p>Meaningful discussions surrounding assessing equity and Civic Capacity for global, cultural, social and environmental justice ensued at the breakout sessions: Bob Stockwell " <i>Community Service Learning/Civic Engagement Classes</i>", Michael Chang and Christine Chai " <i>APALI</i> , Ron Kleinman, " <i>High School Outreach: Making the case for De Anza</i>, Ron Kleinman " <i>High School Outreach: Making the case for De Anza</i>", Toño Ramirez " <i>Setting Our Own Targets: A Critical Look at Outcomes Assessment</i>", and Cynthia Kaufman <i>Helping Students develop their Civic Capacity</i>.</p> <p>The following workshops focused on the “Nuts & Bolts” of conducting assessments were also well-attended: Veronica Acevedo Avila “ <i>Imaginatively Thinking about SSLOs and AUOs</i>” , Mary Pape “ <i>Program Review for Chairs, and Amy SLOs for Adjunct Faculty</i></p>

			<p>During the lunchtime gathering, Rich Booher & Jim Nguyen introduced the attendees to a group of students representing Student Voices. The purpose of Student Voices is to allow students to present, unfiltered, their thoughts on life as a De Anza College student. This certainly proved to be a live and ongoing assessment of equity. As the students were answering questions presented to them, all were collecting data. Reflections were collected via a virtual “Suggestion Box” that all attendees were invited to have input for. The discussions expanded as Social Studies and Humanities faculty held a discussion on their own reactions to what the students had stated. Some points brought forth:</p> <ul style="list-style-type: none"> • Validation of the students’ concerns brought forth on the day of the Convocation • The need for a place as student will feel comfortable turning to when a victim of harassment. Some ideas included Marc Coronado in Women’s Studies, Gen Miller Room. • Title IX ramifications <p>Thus, the reflection and analysis part is currently being “worked on” and the SLO team looks forward to the Enhancement stage.</p> <p>In spite of the rain, attendees were treated to a tour of Environmental Studies Area with Diana Martinez to learn about Environmental Sustainability and Social Justice.</p> <p>The day’s events closed with faculty working in departments/areas on assessments and program review report.</p>
Accreditation	I/D/A	All	<p>Proofing syllabi for correct SLO statements:</p> <ul style="list-style-type: none"> • BCAT Division double checked • Mary will follow up on CA • Amy will work with LA arts making sure that there is a copy of all syllabi available 24/7 • Anu checking IIS on Friday 2/23

			<p>Just a few more SLO statements to collect and/or enter:</p> <ul style="list-style-type: none">• PARA 65W done in ECMS and Improve• SLO statement for ELIT 78(X-Z) and ELIT 78H(X-Z): Differentiate a variety of contexts, as well as responses, statements, and analyses associated with course subject.• Still waiting on the SLO statement(s) for LART 78.
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SLO Core Team Meeting Agenda

Veronica Avila, Anu Khanna, Coleen Lee-Wheat, Amy Leonard, Mallory Newell, ~~Jim Nguyen~~, Mary Pape, Toño Ramirez, Dawn Lee Tu

Tuesday, March 13, AT 203C, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
2018 Convocation	I/D/A	All	<p>Assessment – Collaboration between Dining Services and Environmental Science</p> <p>SLO: Analyze the connection between sustainability and food production</p> <p>Method: Focus Group</p> <p>Data Summary: SLO: “I love this class for bringing us together as a community; unlike many, we don’t sit and watch a lecture, we engage in group work and even have the opportunity to work with a garden. It’s therapeutic, even the HW is fun. Lol”</p> <p>Reflection: Students are engaged</p> <p>Enhancement: Certificates offered by Environmental Studies are being updated to include more internship work.</p> <p>SSH Equity Committee focused their agenda of the meeting held March 8, 2018 on reflection and enhancement possibilities generated by the 2018 Convocation. The committee found the collaboration taking place between Dining Services and Environmental Studies to be true example of developing civic capacity within our students. Ron Kleinman’s “High School Outreach: Making the case for De Anza” presentation portrayed how one department, CIS, had tangible evidence of why high school graduates interested in a career in technology should choose De Anza College for their first two years of study. The consensus being that both broad outreach and targeted outreach efforts such as this one for CIS are necessary.</p>

			<p>with the assessments by the end of Winter 2018. SIGN 3 is being tagged as PENDING – NOT CURRENTLY TAUGHT.</p> <p>Office Hours: Cynthia Kaufman, Meghan Kensler (Phone) Program Review Questions:Maureen Miramontes, Patricia Bucher (phone)</p> <p>Tono met with Loubna Hafid; Chantal Thao; Larissa Chiriaeva; Diana Ferrara; Edmundo Norte; and Dariush Gilani on the afternoon of Convocation day. His ask of them is</p> <ol style="list-style-type: none"> 1) Review the SLOs for their respective courses (available either by looking up the course outline in ECMS or by looking at this spreadsheet). In most cases, the SLOs remain the same for all courses in each language sequence. 2) For each SLO in each course, please provide <ol style="list-style-type: none"> a. The method that you plan to use to assess this SLO (this can be an exam, class project, oral presentation—really anything that you like) b. A ‘target for success’—essentially an arbitrary figure that you’ll use to determine whether your assessment shows that students are achieving the SLO to your satisfaction <p>Upon receipt of this information, Toño will send electronic assignments from Improve.</p>
Newsletter	D/A	All	<p>Future Newsletter topic ideas</p> <ul style="list-style-type: none"> • Environmental Studies and Dining Services assessment of ILO • Reflection and enhancement as follow-up to Student Voices panel discussion during lunch time of Convocational • PLO policy article by Toño. Essentially this outlines that the SLO Coordinators were originally given the incorrect information on what areas must have program level outcomes

			<p>but have come to confirm that only those areas offering certificates/degrees must have them. It will be pointed out that all certificates and degrees in De Anza College Catalog contain the program level outcomes. To complicate matter further, these are termed “SLOs”. They are student learning outcomes at the program level.</p> <ul style="list-style-type: none">• Ideas for assessing PLOs such as Exit Survey At Amy’s request, Russell (Chair of Communication Studies Department) to share how they assess their Program Level Outcomes. Their responses will appear (with other ideas) in March SLO Newsletter.• Mantra to shout out to all departments: each meeting should have SLOs as agenda item and Minutes of all meetings whould be posted on TracDat.
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SLO Core Team Meeting Minutes

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Tuesday, March 20, AT 203C, 12:30 – 1:20 pm

TOPIC	Purpose	LEADER	Notes
ACCJC Annual report	I/D/A	Mallory	<p>Student Services and Learning Support: 2015: 48 & with ongoing assessments 48; 2016: 48 & with ongoing assessments 48;; 2017: 30 & with ongoing assessments 30 <i>Note: There has been reorganization with Academic Services assuming a larger role.</i></p> <p>Courses: 2015: 1031 & with ongoing assessments 866; 2016: 1104 & with ongoing assessments 1104; 2017: 1122 & with ongoing assessments 1122 <i>Note: These numbers reflect the courses actually being taught in all years. For example, many areas never offer their Special Projects course.</i></p> <p>Program Level Outcomes 2015: 57 & with ongoing assessments 49; 2016: 26 & with ongoing assessments 24; 2017: 33 & with ongoing assessments 29 <i>Note: Only those areas offering certificates and/or degrees are required to have Program Level Outcomes. Here I am counting some methods of assessment as with ongoing assessments.</i></p>
2018 Convocation	I/D/A	All	Assessments thus far: <p style="text-align: right;">SLO Convocation 2018</p>

Mary Pape, Toño Ramirez, Veronica Avila

ICC Assessed:

CIVIC CAPACITY FOR GLOBAL, CULTURAL, SOCIAL & ENVIRONMENTAL JUSTICE

Students will recognize their role as local, national, and global citizens. They will participate in a democratic process, respect social and cultural diversity, appreciate the complexity of the physical world, and understand the significance of both environmental sustainability and social justice.

SLO Statement:

Participants will be able to identify one new way to foster equity through assessments

Assessment Method:

Student Voices, a group of current Social Science students, will speak during the SLO Convocation lunchtime gathering. The Student Voices panel, which consists of six students from Social Science classes, will present unfiltered thoughts about life as a De Anza student. Students will be asked about problems they have encountered while attending De Anza, as well as what they see as most beneficial about attending the college.

Assessment Summary:

The panel resulted in a lively and candid discussion about life at De

		<p>Anza. The first question regarding what they least enjoyed led to an intense discussion about sexual harassment, dealings with peace officers, safe spaces, and appropriate on campus services, such as Psychological Services.</p> <p>Students also reflected on what has worked for them, mainly emphasizing the important of building trusting relationships with faculty and staff.</p> <p>Reflection:</p> <p>Students candor about sexual harassment, focusing on one particular faculty member who is no longer at De Anza, and their lack of feeling safe caused the SLO team and the Social Science faculty, who invited Student Voices, to think deeply about how best to build a physically and emotionally safe environment. Although the women panelists addressed above stated issues, the men were also in agreement with the lack of safety. The latter included dim or no lighting on campus and in parking lots, poor escort services, and slow police response.</p> <p>Reflections from faculty were collected via a virtual “suggestion box” that was sent to all attendees.</p> <p>Enhancement:</p> <p>The Student Voices panel addressed serious campus issues, which led to a follow-up meeting initiated by Social Science faculty. The SLO team was invited to this meeting, and Mary Pape and Veronica Avila attended. Faculty discussed the need for students to feel safe in both reporting harassment incidences and in creating a physically safe space for women.</p> <p>Faculty shared how impressed they were with students’ honesty and integrity as panelists. But students’ comments raised numerous questions about safety and security on campus. It seemed apparent that students were not aware of their resources, resources need improvement, and students were unaware of how to best use current resources. The other issue mentioned was that one panelist</p>
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			<p>6. Met with Cecilia Deck about Journalism SLOs on March 9th</p> <p>Mary: ADMJ (3/20/2018), CD (3/19/2018) in person concerning Program Review</p>
Newsletter	D/A	All	<p>Future Newsletter topic ideas</p> <ul style="list-style-type: none"> • PLO policy article by Toño. (See minutes of 3/13/2018). • Ideas for assessing PLOs such as Exit Survey. At Amy's request, Russell (Chair of Communication Studies Department) to share how they assess their Program Level Outcomes. • Mantra to shout out to all departments: each meeting should have SLOs as agenda item and Minutes of all meetings would be posted on TracDat. • Reflection and enhancement as follow-up to Student Voices panel discussion during lunch time of Convocational. • Explanation of new Curriculum Committee SLO signature form for 2019