Topic	Discussion	Decisions
Meeting Start Time:	The meeting began at 1:35pm in Room 709.	
Committee Members Present:	Toni Pfister - Chair, Lisa Solomon – Secretary Pro Tem, Sidne Horton, Romano Sanchez Dominguez, Daniel Gilison, Mary Lofgren, Kseniya Kareva. Guest-Gaylla Finnell (IVC CCA President)	
Review of the Minutes:	The minutes of September 9, 2010 were reviewed. MSC (Daniel and Mary) to approve the minutes as presented.	
Discuss CCA/CTA Concerns Discuss SLO/SAO needs for 2010-2011	Gaylla asked if there were any questions on the use of SLOs and SAOs. She stated that the concerns of CCA are that SLOs and SAOs affect workload issues and must be negotiated. Most chapters are making sure that this is a negotiated item and it is clear what is required of faculty. Gaylla said that Toni will be invited to the negotiations when this issue comes up at the table. Sidne felt that the impact should be as minimal as possible, which would be less than what the SLO committee has been striving for. Toni noted the difference of what is required by WASC and what our faculty are willing to do. She reminded the group that there is to be at least one SLO assessment per course. Toni noted that once the	

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	SLOs are written for a course part of the work has	
	been done; the minimum number of course SLOs	
	is decided on locally; and WASC is keeping much	
	of the requirements vague. Gaylla noted that	
	Barbara Beno (WASC) has conceded that some	
	assessment is being done by schools, not	
	necessarily with SLOs. Toni did note the	
	committee is following the directives of the	
	California Academic Senate.	
	Daniel asked about assessment changes as we	
	move along the spectrum (assessments	
	increasing, etc.); Toni said we do not have to	
	assess all outcomes every year. Daniel said that	
	could also lead to less assessment and changes.	
	Mary believed that the changes will also come up	
	with government changes in leadership; she said	
	that we need to negotiate the amount of time to	
	be spent on SLOs/SAOs noting that there are	
	differences between those areas.	
	Sidne asked how other units have worded the	
	workload issue. Gaylla replied that examples have	
	been shared with Academic Senate and noted	
	there are variations in workload, stipends,	
	compensation, etc. Gaylla also said that the	
	wording has been consistent that SLOs are not be	
	used for faculty evaluations and are to protect	
	academic freedom (faculty can do their individual	
	assessment and it doesn't have to be included in	
	the student grade).	

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Discuss SLO/SAO needs for				
2010-2011	Toni sent the list out the week of Oct. 4 and was			
Check-off list for 09-10 to	preparing an email for faculty. The Office of			
Chairs and Deans	Instruction is working on this as well and a letter			
	will go out when the lists are done. Kseniya asked			
	if the latest forms can be added to the website for			
	downloading by faculty. Toni said yes if the			
	department chooses to do this. Kseniya noted			
	that the list she received was not fully accurate			
	due to differences of responsibility. Toni said that			
	the list was of completed cycle assessments that			
	should also be available from secretaries and she			
	does not have any log-in mechanism to access the			
	data. Toni is willing to work with the Chairs to			
	provide assistance and the forms to correct the			
	list; not all information is on the web page in part			
	to protect faculty.			
Review part-time faculty	This is still an issue, and Toni asked if anyone has	Toni will schedule mini-workshops in		
participation	done any work in this area. Daniel said that it was	November.		
	brought up with the part-time faculty in August			
	and it will take place in the spring. Kseniya said			
	they have not done anything with their adjuncts			
	yet but has asked the full-time faculty to develop			
	assessments which will be distributed to the			
	adjuncts for distribution and collection; the			
	analysis of data will be done by the full-time			
	faculty. Lisa noted that Social Science part-time			
	and full-time faculty will be working in some sort			
	of partnership and assistance. Toni echoed			
	Kseniya's belief that compensation is an issue.			

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	Romano said they are doing the same as ESL.			
		Toni will continue to find ways to keep the part-time faculty involved.		
Implement Comprehensive	Toni noted that the pilot forms were used last			
Program Review with the	year by Nursing and Business. Daniel said they are	Toni will work with Suzanne Gretz to		
inclusion of SLOs/SAOs	going through them now. Toni is send forms to	develop training for the October 15 meeting.		
	Suzanne Gretz. There is the plan of establishing			
	goals and assessments within Comprehensive			
	Program Review. Kseniya asked if this needs to be			
	added to the committee's mission statement; Toni said she didn't think so.			
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Open discussion	Toni welcomed Kseniya as the new committee			
	member, replacing Frank Rapp. Sidne asked if the			
	January dates for training had been set. Toni said			
	that is under the planning of Travis Gregory but			
	nothing has been confirmed. Mary heard that			
	another possibility is two days of training and Toni			
	stated that an on-line part has also been talked			
	about. Daniel said the Calendar Committee didn't			
	discuss the training day for this academic year.			
Adjournment	The meeting was adjourned at 2:25pm.			