Imperial Valley College <u>Student Learning Outcome Committee</u> Minutes 01/23/13

Topic	Discussion	Decisions
Meeting Start Time:	The meeting commenced at 3:45 pm in the math conference room.	
Committee Members Present:	Sydney Rice- Chair, Sandie Noel - <i>Recording</i> Secretary, Members: Daniel Gilison, Frank Hoppe, Lisa Solomon, Mary Ann Smith, Audrey Morris,	
Visitors Present:	Romano Sanchez-Dominguez. None.	
Review of Committee Members:	The committee members reviewed the list of names that were past committee members. Sydney stated she would inquire with Jose Ruiz and about his membership status.	The members agreed upon from the list were: Sydney Rice, Daniel Gilison, Lisa Solomon, Mary Ann Smith, Mary Lofgren, Romano Sanchez- Dominguez, Audrey Morris, Sidne Horton and Sandie Noel as the recording secretary.
	Lisa asked the members what should be the time length for a student representative. Sydney mentioned that she would like to see the committee meet during college hour for the fall semester. The members discussed this issue but did not agree on a new date at this time.	Sydney and the members agreed that a student should be on the committee for at least one year.
SLO Check-Off List:	Sydney stated that she has a list of every SLO that is in CurricUnet. She also stated that all SLO's that have been submitted were checked off however some documents and information was missing. She informed the members that she hopes to	

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	Complete the review of all the forms that have been submitted soon.	
Computer Programs:	Sydney informed the members that the Atlas program would be providing the funds for the SLO committee to purchase a new software program. She also mentioned that Kathy Berry would like for the committee to purchase the program before March.	
	Sydney discussed each new software program and explained their uses in detail and points of interest. The members discussed the programs called Elumen and Tracdat. The members found Elumen to be hard to use but stated that WASC likes this program as it uses a rubric method. They also discussed that Tracdat seemed to be more user friendly. Sydney stated she felt that since the IVC community is now familiar with the SLO process that it would be best to use a software program that is more user friendly. The committee stated they would review these programs and decide at a later time.	
Report:	Sydney stated that she will be calling ACCJC to confirm information needed for the report. She also stated that she will be speaking to the CART Committee as they have requested to see the	

Imperial Valley College Student Learning Outcome Committee Minutes

01/23/13

	report on SLO's proficiency level. Lisa, Frank and Audrey stated that they would assist in reviewing the report once Sydney has it ready.	
Breakfast/Rewards:	Sydney stated that she is working on setting a date and time to have the reward breakfast for the English Department.	
Spring 2013 Projects:	Sydney informed the members that the first project for committee is to get the report done in which she is progressing on its completion. The second project is to get the SLO website updated. She asked the members to review the current website and check for accurate information or if anything needs to be added. She informed the members that Kathy Berry has requested that our website be updated before accreditation occurs.	
	Sydney also stated that she would like to add lists of explanation to the website but would complete this after accreditation occurs.	
Additional Discussions:	Sydney stated that Kathy Berry had requested that she speak about SLO's at all department meetings. She also mentioned that departments only need to meet one hour once in the beginning of each semester and one hour during the second semester to discuss SLO's.	

Imperial Valley College Student Learning Outcome Committee Minutes

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	Sydney also informed the members that she was pleased with how well faculty members submitted SLO's forms overall last semester.	
	The members also discussed rubrics.	
Adjournment:	The meeting was adjourned at 4:35 pm. The next meeting will be held on February 13, 2011 at 3:30 pm in the Math Conference Room in the 2700 Building.	