

BUSINESS DIVISION MEETING

Tuesday, September 11, 2012 12:20 p.m., Room 1704

Present: Gordon Bailey, Jeff Beckley, Alison Brock, Craig Blek, Walid Ghanim, Todd Hansink, Sylvia Lemus, Andres Martinez, Angie Ruiz, Maria Sell, Vicki Viloria

I. CALL TO ORDER

The meeting was called to order at 12:20 pm by Craig Blek.

II. 4 UNIT CLASSES

Mr. Blek stated that currently there are four unit classes which are missing time but that the Business Department seems to be ok.

III. SLO'S/PLO'S

Mr. Blek discussed today's meeting as well as plans for the future meetings. The college is ahead of most other colleges as far as SLO's are concerned. Faculty is doing a good job of turning them in on time.

Mrs. Ruiz discussed her SLO cycle assessments for BUS 164 and BUS 169. She noted that it should be one SLO identified per unit and that one SLO should be assessed per semester although it is possible to assess all in one semester it is not necessary. Mrs. Ruiz uses a rubric to assess and posts this rubric on blackboard for students to see.

Faculty should check Curricunet to see if SLOs are listed for each of their courses. It is also recommended that SLOs be used to assess students to see if changes need to be made to teaching methods.

Mr. Blek stated that faculty should make sure that SLOs are measurable and easy to assess. For the next PLO meeting, it is possible to plug in some SLOs right into PLOs. Some PLOs are overly complicated and not easy to measure.

Mr. Blek will be posting SLOs to Curricunet as he found that some were not posted to ECON 101. ECON 102 uses a cost/benefit analysis as an assessment tool which also uses a rubric. The final exam is also used but it is possible to use just about anything that works.

Mr. Hansink asked why only three random SLOs are used. Mr. Blek stated that there is a minimum of one per unit which is the most important in the course. This should show if a student is proficient in the course.

IV. OTHER

Mr. Hansink suggested discussing teaching methods to add to SLO meetings.

Mr. Blek asked for volunteers for the October SLO meeting to discuss their SLOs. He also asked for faculty to share if something was going very well in their assessments.

The next meeting will be on September 25.

V. ADJOURNMENT

The meeting was adjourned at 1:15 pm.