Project Learn Minutes

3/17/2016

Present: Eric Thompson, Rebecca Perloth, Wanda Burzycki, Andrea Alexander, Mary Kay Rudolph, Susan Quinn, Kris Abramson,

Reviewed minutes from 2/18/2016 and approved.

Academic Senate Report – Eric Thompson

- Eric brought the Institutional and GE SLO's to the senate and one Comm Studies adjunct questioned the Communication Area (B1), specifically that "interpersonal communication was not covered in the only course that satisfied that category. He was instructed to bring their input back to this group for review. We discussed this area and decided to move this item to the Engaging Diverse Perspectives section which covers areas G & H. Removed this item from Oral communication; Eric will take it back to the Senate for endorsement.
- Kris will update the grid and send out a clean copy.

Mary Kay –

- Mary Kay joined the meeting and will be asking SLO coordinators for input on their positions and the amount of time they actually need to complete tasks for SLO coordinator position. Are there different ways to accomplish it? Projects for next year? Do they need more time? Less time? Rebecca currently has 20% release and George has 30%. Rebecca mentioned that she would like additional release time to allow her to attend department meetings and provide more faculty development. It was also noted that if we switch to eLumen we will need additional coordinator time to support that transition.
- Rebecca suggested a mandatory SLO day for professional development. This would allow faculty the opportunity to have dialogue with other faculty both in their departments and across disciplines in order to discuss SLO's.
- Kris reported that she spoke to an eLumen representative at a conference recently. eLumen has the ability to track SLOs from courses and GE SLOs
- eLumen has a curriculum system as well which costs $58,000 per year to maintain
- Kris will schedule a demo of the software
- eLumen can also track SLOs by demographics but all data needs to be entered for each student
- Depending on the new SIS system that the district purchases to replace SIS, we do not know if we will need all the portions of eLumen as many SIS systems have SLO tracking capabilities included.
- The cost to hook up eLumen is $45,000.

Report from SLO Coordinators – Rebecca

- Rebecca reported that Lisa Beach said SLOs can be tracked in Canvas. Kris will contact Lisa to attend a meeting and discuss with the committee. We need clarification of how the SLOs by demographic can work.
- Rebecca is editing the website to update contact information.
- Wanda will review and update "About SRJC and ALO Assessments" section on website.
- Rebecca asked about the contact for student services. Susan suggested that student services be included in the SLO coordinator role.
- Rebecca will follow up with Fran about what she needs in order to update Project Learn website. We will also start submitting minutes and agendas so that they are posted accurately and are current online. The most current archived minutes online are from 10/2014.
- Megan can upload agendas and minutes to the website.

Communications for March/April

- Kris is completing the report to ACCJC that is due in March. She will report that we completed 100% last year and are starting a new 6 year cycle.
- We discussed how to report for the beginning of a 6 year cycle. How to look up the data in Sharepoint and get a count for the number of SLOs done in this new cycle. At this point, it will need to be counted manually.
- Sharepoint does not track the courses with all SLOs done.
- Next year Kris will need to report on progress and the percentage of courses assessed and GE assessed.
- Kris will send the committee a copy of the report once it is complete.
- Expressed the need to find a system that will track the progress annually without having to count manually or maintain a separate spreadsheet manually.
- Eric asked about courses that assess all SLOs. Rebecca reported that she is not seeing many courses assess all SLOs. If they do, it is for the intent of not having to do SLOs for another 6 years.
- It was suggested that we continue to encourage completing all SLOs in a course.
- Rebecca will follow up with Lisa for the April meeting and request a demo of Canvas and the SLO tracking function.
- Rebecca mailed out midterm reminder for SLOs. She will send out another before finals reminding people to assess multiple SLOs, use embedded assessments, use rubrics.
- Kris will send out a notice when the GE SLOs are approved after Senate and other constituent groups have approved.
- Coordinators will continue to email all faculty.
- The PRPP question was discussed. Who reviews the SLO data? Kris can download the SLO data and send it to coordinators to review and see if departments are current. It can then be reviewed after the PRPP cycle in May 2016.

Meeting adjourned.