



EL CAMINO COLLEGE
FINE ARTS DIVISION

*Art • Communication Studies • Dance
Film/Video • Music • Photography • Theatre
Center for the Arts • Discovery*

DIVISION SLO COMMITTEE

MEETING DATE: Thursday, February 9, 2012 **LOCATION:** Library, west basement
TIME: 10:30AM-12:30PM **NOTE TAKER:** D. Hayden

ATTENDING:

- | | |
|---|--|
| <input checked="" type="checkbox"/> D. Berney | <input checked="" type="checkbox"/> H. Storms |
| <input checked="" type="checkbox"/> W. Georges | <input checked="" type="checkbox"/> R. Wells for R. Swade |
| <input checked="" type="checkbox"/> C. Mello. SLO Facilitator | <input checked="" type="checkbox"/> C. Fitzsimons, Dean |
| <input checked="" type="checkbox"/> K. O'Brien | <input checked="" type="checkbox"/> D. L. Hayden, Associate Dean |
| <input checked="" type="checkbox"/> D. Rowan | |

VISITORS: K. Holt, K. Laureano, K. Whitney

MINUTES – February 9, 2012

(Approved March 13, 2012)

I. INFORMATION/ANNOUNCEMENTS:

Important Semester Deadline Dates for Program Representatives:

- ***YOUR First Faculty Meeting:*** All Course SLO Revisions and Alignments completed for all Programs.
 - ✓ Faculty turn revised Course SLOs into Program Reps.
 - ✓ Program Reps please forward a ***FULL PROGRAM REVISED COURSE SLO LIST*** as a Word Document to SLO Facilitator Chris Mello.

- ***3/1/12:*** - ALL FALL 2011 Course SLO Assessment Reports electronically inputted into the SLO Curricunet Module.
 - ✓ Faculty inputting FA11 Assessments should be trained by the Program Reps from each division.
 - ✓ NO PAPER REPORT COPIES

- ***5/31/12:*** All SP12 SLO Course Assessments completed – reports are not due until Sept. 2012. I will need an assessment status report by our last SLO Division meeting

- ***6/8/12:*** ALL Full Time Fine Arts Faculty Trained on SLO Curricunet Module

II. DISCUSSION/ACTIONS:

- A. Course SLO Statement Revisions & Alignment

C. Mello asked that department reps ask their faculty to complete all revisions to course SLO statements and their alignments to the program SLO at the first department meeting of the semester. Department reps were asked to please forward a full program revised course SLO list as a Word Document to SLO Facilitator, C. Mello before the next DSLOC meeting, March 13.

B. Program Representatives Roles Defined

C. Mello reviewed expectations of department SLO representatives as crucial links between the college SLO leaders and department faculty, which will include communicating SLO requirements and training department faculty on the SLO module. All full-time Fine Arts faculty need to be trained on the SLO CurricUNET Module by 6/8/12.

In addition, department reps should make sure that all Fall 2011 Course SLO Assessment Reports are electronically inputted into the SLO CurricUNET Module by 3/2/12.

C. Spring 2012 Course SLO Assessments

The Spring 2012 schedule of SLO assessments was distributed for each of the departments. C. Mello reminded the department reps that all SP12 SLO Course Assessments completed will need to be completed by 5/31/12– reports are not due until Sept. 2012. He will be asking for an assessment status report from each of the department reps at the last SLO Division meeting

D. SLO CurricUNET Training Module

All department representatives were successfully trained on entering course SLO assessments on the CurricUNET SLO module.

III. FUTURE AGENDA ITEMS:

IV. NEXT MEETING: Tuesday, March 13 at 1:00pm in the Dean's office

Attachments: SLO CurricUNET Handbook, Division SLO Course Revision List