



EL CAMINO COLLEGE
FINE ARTS DIVISION
DIVISION SLO COMMITTEE

MEETING DATE: Tuesday, October 30, 2012

LOCATION: MUSI-207

TIME: 1:00PM-2:00PM

RECORDER: D. Kyte

ATTENDING:

- D. Berney
- W. Georges
- C. Mello
- J. Nachef
- K. O'Brien
- D. Rowan

- H. Storms
- R. Swade
- K. Whitney, DSLO Facilitator
- C. Fitzsimons, Dean
- D. L. Hayden, Associate Dean

GUESTS:

MINUTES

APPROVED 12/15/12

I. INFORMATION/ANNOUNCEMENTS

- A. Approval of minutes from September 25, 2012 DSLOC meeting

Approval will be done electronically.

- B. Report from SLO Facilitator (K. Whitney)

- New Music SLO representative
J. Nachef is the new Music SLO Rep.
- Spring 2012 Course SLO Assessments completed on CurricUNET
K. Whitney reported that all assessments for spring have come through CurricUNET and have been forwarded for approval.

- C. Reports from Department Representatives

No reports.

II. DISCUSSION/ACTIONS

- A. Division SLO Strategy (C. Mello; K. Whitney)

1. CurricUNET process

- Reps need to make sure faculty follow up on SLO statements and assessments submissions through "My Approvals" until CurricUNET posts the SLO assessment as "Active".
(Faculty will receive an email when the process is complete)

K. Whitney and C. Mello clarified and demonstrated the steps for editing and submitting SLO Assessments on CurricUNET. The originator and co-contributor are able to edit and submit SLO assessments. SLO assessments should contain strong data that supports the conclusion. The accreditation team is looking to see that there is some evidence that the SLOs assessments have brought change. It was recommended that when a part-time faculty member is the originator that a full-time faculty member be added as a co-contributor in case the part-time faculty member is not available.

FUTURE AGENDA ITEMS:

NEXT MEETING: TBA **ATTACHMENTS:** SLO Assessments – Fall 2012; CurricUNET Assessment Search Results

- Backlog needs to be cleared by November 5
 - COMS 6abcd, COMS 8
 - FILM 22
 - PHOTO 2
 - THEA 14B, THEA 22ab, THEA 40A, THEA 70abcd, THEA 94

Music 18 should be added to this list - the “future implications” section needs to be edited. C. Mello reminded the committee that after they submit an SLO, they need to check it a week later to make sure it hasn’t come back for editing. K. Whitney will communicate to faculty the need to clear these backlogged courses.

2. Create new document for each department with all new SLO statements, their alignment to program SLO statements, and alignment to core competencies (College SLOs)
 - Post to division website

K. Whitney suggested our division post SLO information to the Fine Arts page. D. Kyte reported that a link to the general SLO information page has been added on the Fine Arts page. A link to the Fine Arts Program SLO Statements has also been added. The Fine Arts Division is not listed under “F” at the bottom of the El Camino website. D. Kyte will submit a request to have it added.
 - Use document in department meetings for any updates or changes
 - Goal: to keep the dialogue open

After assessments are conducted, faculty are encouraged to focus on how the results of the assessments lead to change and to document discussions at the department level of these changes and how to implement the changes.
- B. Department SLO Strategy for Spring 2013 (H. Storms)
- H. Storms presented a suggestion that once a course assessment is complete, the people who wrote the department assessments go to the IT center together and enter them at the same time. Another suggestion was to schedule course assessments for courses that will be offered the semester it is due. C. Fitzsimons will take this into consideration during schedule development. C. Mello clarified that course assessments can be rescheduled as long as the course is assessed within four years.

III. OTHER