



EL CAMINO COLLEGE
FINE ARTS DIVISION

DIVISION STUDENT LEARNING OUTCOMES (SLO) COMMITTEE MINUTES

MEETING DATE: Tuesday, March 29, 2011

LOCATION: Dean's office

TIME: 1:00PM-2:00PM

RECORDER: Diane

ATTENDING:

D. Berney

H. Storms, Co-Chair

W. Georges

K. Whitney, SLO Facilitator and Co-Chair

C. Mello

R. Swade

K. O'Brien

C. Fitzsimons, Dean

D. Rowan

D. L. Hayden, Faculty Coordinator

VISITORS:

MINUTES

INFORMATION/ANNOUNCEMENTS:

1. K. Whitney attended the ALC meeting and reported that CurricUNET is currently suspended. They hope to make revisions and be up and running by August 2011. Some of the revisions will make CurricUNET easier to use, eliminating the "plan" phase and adding an "approval" phase that parallels more closely the Curriculum review process. Previous SLOs and assessments will not need to be redone by faculty. The revisions will affect SLOs and assessments going forward.
In the meantime, Spring 2011 assessments will be handled the "old" way, using hardcopy forms which may be obtained online.
2. Fall 2010 assessment reports due: Dance 21, 22, 23 B. Boseman and P. Santelman. D. Berney to follow up.

DISCUSSION/ACTIONS:

1. Four-year SLO and assessment timeline

K. Whitney distributed templates customized to each department and asked that they be completed and returned to her, H. Storms and D.L. Hayden by April 25.

Using the template, each department can plan for two years of SLO Course assessments, one year of Program SLO assessment and one year of Program Review.

Dance and Theatre pointed out that they will have a compressed cycle due to the change from academic year to calendar year for program reviews, which effectively shorts them one semester. K. Whitney and H. Storms will work with them to determine their best course of action.

Music asked to have their template reflect that they are currently in the Program Review year (year 4). D. Hayden to update template and email to K. Whitney and H. Storms

There was much discussion about the amount of responsibility that full-time faculty would have to assume to accomplish a complete assessment of their courses with this timeline. In addition, the question of the role of part-timers was raised in assisting with the SLO assessments. Some of the specific concerns voiced were:

- Many classes are only taught by part-timers. Should full-timers do the assessment report? Could they get flex hours for this extra work?
- Could part-timers be asked to share some responsibility for the assessments and reports? Could the Office of Academic Affairs make this request to facilitate requiring it of the part-time faculty.
- Part-time faculty will need assessment tools for the classes that only they teach.

K. Whitney will follow up on these concerns with the ALC. The dean will follow up at a deans meeting.

2. Spring 2011 course SLO assessment reports

Assessment reports for Spring 2011 due the third week of Fall 2011 may be submitted via CurricUNET.

3. Course assessment goal

Our institutional goal is to have 75% of our *regularly offered* classes assessed by the end of Fall 2011.

Faculty expressed concern about the official report of assessments vs. “ground level” report. K. Whitney will email the SLO Course/Program Inventory dated 2/7/11 to SLO reps so that the official record can be aligned with what faculty have accomplished.

K. Whitney also suggested that departments work with their Division Curriculum Committee representatives to get an accurate list of our regularly offered classes.

FUTURE AGENDA ITEMS:

NEXT MEETING: Next year

Attachments: Department SLO and Assessment Timeline – 4 year cycle

- Dean
- Chair
- Committee
- Portal

