



**EL CAMINO COLLEGE**  
FINE ARTS DIVISION  
**DIVISION SLO COMMITTEE**

**MEETING DATE:** November 20, 2014

**LOCATION:** MUSI-207

**TIME:** 1:00PM-2:00PM

**RECORDER:** D. Kyte

**ATTENDING:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> L. Almo              | <input type="checkbox"/> D. Rowan                                 | <input checked="" type="checkbox"/> F. Sadeghi-Tabrizi, DSLO Facilitator |
| <input type="checkbox"/> D. Berney            | <input checked="" type="checkbox"/> H. Storms, ALC Representative | <input type="checkbox"/> C. Fitzsimons, Dean                             |
| <input type="checkbox"/> W. Georges           | <input type="checkbox"/> R. Swade                                 | <input type="checkbox"/> D. L. Hayden, Associate Dean                    |
| <input checked="" type="checkbox"/> J. Nachev | <input checked="" type="checkbox"/> V. Palacios, DSLO Facilitator |  |

**GUESTS:**

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## MEETING MINUTES

### I. INFORMATION/ANNOUNCEMENTS

#### A. October 30, 2014 minutes

Approved.

#### B. Draft Spring 2015 Assessment Schedule

- The draft of the Spring 2015 Assessment Schedule was reviewed.
- Reps were asked to inform D. L. Hayden if there are any corrections to faculty assigned to complete assessments.
- Reps will let faculty know if they are responsible for completing an SLO.

### II. DISCUSSION/ACTIONS

#### A. Fall 2014 SLO Assessments

##### 1. Workroom poster initials

##### 2. DSLOC representatives' contact with part-time faculty

##### 3. Multiple-section course assessments

- F. Sadeghi-Tabrizi explained how to complete assessments for courses with multiple sections.
- The random sample size should be at least 10% of the total number of students across all sections, however a larger sample size is always better.

##### 4. PLO assessment plans

- A 2-prong approach is not necessary for courses that build on themselves.
- Courses that do not build on themselves should use a 2-prong approach.
- F. Sadeghi-Tabrizi suggested having a common rubric and assignment in place for assessments.

#### B. Strategies for closing the loop

- Reps were asked to encourage faculty to attend assessment workshops.
- Reps were asked to email any particular rubrics they are using to assess performance based courses to Karen Whitney as soon as possible.

### III. OTHER:

### IV. FUTURE AGENDA ITEMS:

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**NEXT MEETING:** SPRING 2015 **ATTACHMENTS:** Minutes 10/30/14; DRAFT Spring 2015 Assessment Schedule