

El Camino College  
Mathematical Sciences Division

DLOACC Meeting  
Tuesday, January 27, 2015  
1:00pm–2:00pm  
MBA118

1. Fall SLO and PLO reports are due in TracDat on Mon. 2/9. As of Sun. 1/25 around 11 am five out of twelve SLO reports are completed. No PLO reports have been submitted, three are missing.

#### TracDat Training

- Campus-wide training for TracDat 101 will be held
- Training for TracDat specific to entering reports for Fall 2014

Wed. Feb. 25 from 3 – 4 pm

Wed. Jan. 28 from 3 – 4 pm

Wed. Feb. 4 from 3 – 4 pm

Thurs. Feb. 5 from 1 – 2 pm

Place: Computer Lab - Library West Basement Room 19

2. The Communication ILO will be assessed campus wide this spring. Courses aligned to this ILO may be asked to participate.
3. Spring 2015 SLO & PLO Assessments
4. Spring 2015 SLO Questions need to be submitted to me by Mon. 2/16
5. Dean's Remarks

**EL CAMINO COLLEGE  
DIVISION LEARNING OUTCOMES ASSESSMENT  
COORDINATING COMMITTEE MEETING (DLOACC)  
January 27, 2015**

**FALL 2014 SLO AND PLO REPORTS**

5 out of 12 SLO reports have been entered in TracDat.

CM 1 – Math 170, 191 and 270 have not been entered.

S. Singhal will remind instructors to provide him with their data for Computer Science classes.

There should be one report for each course (all sections included).

S. Bucher will send out a reminder for missing reports.

S. Singhal is writing the PLO report for Computer Science.

The data for SLO 1 should be used to complete PLO 1.

TracDat 101 is a basic training session. If necessary, S. Bucher can provide assistance with entering PLO reports. Reminder to select the PLO option in the drop down menu of the TracDat system.

Fall 2014 reports are due Monday, February 9, 2015.

Course Coordinators are responsible for entering the course reports.

S. Bucher will notify J. Sims of instructors that do not submit their data after repeated reminders.

All of the SLO questions should be placed on one document and saved on the portal.

**COMMUNICATION ILO WILL BE ASSESSED CAMPUS WIDE THIS SPRING**

ILO 2 will be assessed campus-wide this semester. Instructors could be asked to participate in the campus-wide ILO if you were assessing an SLO that was aligned with ILO 2. The rubric for assessing the ILO is being finalized.

The first ALC meeting is scheduled for February 9, 2015.

## **SPRING 2015 SLO & PLO ASSESSMENTS**

Committee D is assessing SLO 1 during the spring 2015 semester. We are still seeking out Course Coordinators.

M. Georgevich suggested that the problem is given in advance so it can be built into the class schedule.

CM 2 is assessing SLO 4 and PLO 2. M. Georgevich will present on SLO 4 at the next CM 2 meeting and inform Course Coordinators to develop a question soon.

Engineering is assessing PLO 2 and SLO 2.

R. Taylor is the Course Coordinator for CS 30 and G. Scott is the Course Coordinator for CS 40. CS 30 and 40 are assessing SLO 2. There is no PLO for Computer Science.

CM 3 is assessing all PLOs.

Course Coordinators have three weeks into the next semester to submit reports. The key is to collect the data as soon as the semester is over. It is confirmed that reports must be submitted by May 22, 2015.

M. Georgevich suggested that email reminders to Course Coordinators should include a copy of a recent completed report so they can review the format and how the report should look. This is especially helpful for new or adjunct faculty so they can see what the action items are.

J. Sims suggested that we start keeping a history of the year and the assessment question asked so it can be referenced.

J. Sims will schedule a meeting for Committee D and find an instructor to chair that committee.

It was suggested that committees prepare questions a semester in advance so it is available at the start of the next semester.