

**NATURAL SCIENCES DIVISION
SLO ADVISORY COMMITTEE
Friday, September 6, 2013
12:30pm – 1:30pm
LS 101**

Attendees: Amy Grant, Jean Shankweiler, Vincent Lloyd, Nancy Freeman, Jim Noyes, Margaret Steinberg. S. Prieto was excused.

Agenda

1. ALC Report—Jim

- The ALC or Assessment of Learning committee is the campus-wide SLO committee.
- The last meeting was the day before flex day. Next meeting is September 9.
- Learning new software will be the main activity this semester.
- The revised template to be used with TracDat was reviewed.
- A major job for the semester will be rewriting SLO statements. The worksheets were reviewed. Questions arose about whether or not all PLOs and course SLOs needed to be reviewed. Jim Noyes indicated he would know more when the ALC met on Monday (9/9)

2. Division Timelines

The fall and spring timelines were reviewed and the following changes requested:

- Chemistry PLO into fall with the course SLOs.
- Pre-Allied Health classes need to program PLO into spring.

3. TracDat Training and new template

- Everyone should take training 101, the basic training for TracDat.
- Nancy suggested it might be too early in fall since not assessing until spring, request Jim to give step by step with screenshots.
- Review template—Jim pointed out new features, categories and action plan.
- Follow up portion of the assessment results is important, it helps keep records to for when the department does a program review.

4. SLO/PLO statement

- Reviewed documents and looked at checklist, reviewed check-off boxes.
- Ask division office to fill in some of repetitive information.
- After Monday ALC meeting will update next step.
- Discussed how to put mastery levels into statements.