



Instructional Program Review and SLOAC Subcommittee

Co-Chairs: Paulette Hopkins and Julia McMenamin

Voting Members: Paulette Hopkins (Co-Chair, Instructional Admin), Lou Ascione (Instructional Admin), Dan Willkie (Faculty/BTCWI), Patricia Manley (Faculty/LA), John Salinsky (Faculty/PS), Alex Sanchez (Faculty-at-Large, MBEPS), Laura Murphy (Faculty-at-Large/MBEPS); Julia McMenamin (Co-Chair and Faculty-at-Large/MBEPS)

Resource: Xi Zhang (Research and Planning Analyst); Eli Manalastas (Administrative Technician to the Vice President of Instruction)

Approved 2/05/18

Minutes of January 22, 2018

Present: Paulette Hopkins, Lou Ascione, Julia McMenamin, Patricia Manley, John Salinsky, Olga Fryszman

Guests: Linda Woods, Wai-Ling Rubic, Xi Zhang, Naomi Grisham, Eli Manalastas

Absent: Dan Willkie, Alex Sanchez

The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on January 22, 2018. The meeting was called to order at 11:06 A.M. by Chair Julia McMenamin, a quorum being present.

Agenda/Minutes. Moved by John Salinsky and seconded by Patricia Manley to approve the agenda. It was moved by Patricia Manley and seconded by John Salinsky to approve the minutes of December 4, 2017.

FLEX SLO/PR Day January 24 from 9am-12pm (Zhang and Grisham). Naomi Grisham reported that course and program assessment numbers haven't changed much since last semester. Then attendance to the FLEX SLO/PR day as discussed. An image of the current attendance to this event was shown to the committee. Paulette Hopkins emphasized on getting faculty to attend this event. Deactivated courses were also discussed. Hopkins and Ascione mentioned that if SLOs aren't completed by February 5th, deactivation of the course may occur. Grisham mentioned that courses going through the process of deactivation can't be removed from the list unless they are fully deactivated. Grisham has highlighted these ongoing deactivation courses a different color to distinguish them. The wording of the status indicator or courses was also discussed as right now the word "started" seems to be too vague. Grisham will change the status indicator for course SLOs from "started" to "submitted." An email from the Deans and the POC from each school will be sent to faculty to attend this SLO/PR day.

Zhang discussed the PowerPoint slide that she will be presenting at the PR/SLO day. She has shown this presentation to the Research subcommittee and they are all prepared. They too will be in attendance at this meeting. Grisham has access to change faculty Taskstream passwords if needed.

Program Review Data Packets in Taskstream (Zhang). Xi Zhang reported that she created two CD's that contains 2016-2017 Data packets and an Interactive Data packet. Both were delivered to VPI Office. The dashboard is in the finalization phase. Data Packets will be uploaded onto G: drive.

Send New Email to Department Chairs about SLOAC Progress Plan and Feedback: BTCWI (Dan), MBEPS (Alex), LA (Patti), Public Safety (John). Deans and school point of contacts will send emails to get faculty to come to PR/SLO day. Grisham will also send an updated course and program assessment to the Deans, Department chairs, and the IPR/SLOAC committee.

Visit School/Department Meetings to Discuss SLO Progress (Grisham). Deans and the leads in the school will speak at the School/Department meetings about completing work in Taskstream.

SLO Symposium (Committee). Grisham, Zhang, and Rubic are interested in attending the SLO Symposium.

Guided Pathways Self-Assessment (Hopkins). Hopkins encouraged everyone to attend. Key elements #13 and #14 will possibly be discussed.

Clerical Access and Support for Taskstream (Committee). Tabled.

Update from Academic Affairs and Next Steps: Disaggregation Pilot Results (McMenamin). Tabled.

Taskstream for 2018-2021 Cycle: Deadlines for each semester (Committee). Tabled.

Dean's Checklist for Program Review/SLOs (Grisham). Tabled.

Discuss ISLO Survey Results/Discuss ISLO Survey Results with other Committees (Committee). Tabled.

Discussion on ACCJC Recommendation #3: Evaluating Program Review Process. Tabled.

Train Committee on all Taskstream Workspaces (Committee). Tabled.

Create new ISLO Survey for Spring 2019 (Committee). Tabled.

Adjournment. The meeting was adjourned by Julia McMenamin at 12:30 P.M.

Eli Jed Manalastas