FOOTHILL COLLEGE
Student Learning Outcomes (SLO) Committee
Monday, October 10, 2016
Website: http://foothill.edu/schedule/learning_outcomes.php
MEETING MINUTES

LOCATION: Council Chambers (Room 2018)
TIME: 12:30PM – 2:00PM

MEMBERS PRESENT:

Jennifer Sinclair Fatima Jinah, Carolyn Holcroft, Enjoli Flynn, Isaac Escoto, Loren Hickey, Elaine Kou, Stan Baldwin, & Ruby Sodhi.

1) Welcomes and Introductions
Jennifer welcomed everyone to this first meeting of fall 2016 and introduced herself to the new members and her role as the SLO coordinator. Everyone took turns to introduce themselves to the group. As a starting point of discussion for this meeting, Jennifer provided a short writing prompt paper to everyone, requesting them to write a paragraph or two describing why they are interested in working on SLOs at Foothill College. Then members took turns to share with the group their reason/s for being a part of the SLO process. Discussions ranged from wanting to be more knowledgeable and involved in the SLO process to making connections with SLOs in the classrooms, addressing perceived barriers, improving student services, developing equity-minded efforts, developing a unified way to move forward, and developing a good reflective process in planning and assessing SLOs.

Review of job description - Jennifer provided a brief background on the development of the SLO Coordinator job position and noted that the Academic Senate and the Office of Instruction developed it over a year ago. Jennifer encouraged members to send her any documents/information related to best practices on SLOs that can be used to further develop the role of this position. Carolyn added that members on this committee should share with others what communication is being shared here.

Review hours log – Jennifer provided members with a sample log sheet and shared with them the protocols in using this log for SLO work. She took time to explain the log hours to the new SLO coordinators. Members asked questions about which quarter/s (spring/fall/winter) should be used for this log but there was no clarity on this. Jennifer will gain more information on this and share with others at a future meeting.

2) Prioritize Goals/Work for Fall (2016)
The following goals were identified as priorities for fall:
- SLO handbook – this item was put on next week's agenda item.
- Solicit 3 year plans (by departments) – members agreed to follow the SLO process in accordance with a 3 year plan for all departments.

- PD: Equity Minded SLOs – Elaine provided a brief outline of her new position and role in the Equity initiative at the college and encouraged members to identify and assess SLOs that are fiscally sustainable and go beyond the current funding source (Student Services).
- PD – Culture of reflective improvement – members discussed the importance of SLO assessment being a reflective process for improvement rather than compliance for accreditation.
- GELOs and ILOs – Accreditation and revisit – Jennifer provided a background to the development of the GELOs and ILOs and how they relate to course and program level SLOs. She added that the ILOs would soon transition to the new TrackDat system that will require some new learning on the part of everyone. Elaine suggested that this committee should recommend to the Office of Instruction to make this transition after the completion of the Program Review entries made by faculty.
- Subcommittee of Curriculum Committee wrote GELOs – 1st draft – Jennifer encouraged SLO Coordinators to take another look at this and suggested reviewing the LEAP 21st Century Learning Outcomes research for this work.
- Website: SLO Committee may own SLO website – Jennifer informed members that transition to a new website would happen in the near future and members should plan to discuss (at a future meeting) who would be responsible for maintaining and updating contents of the SLO website.

3) Schedule Meetings for Quarter with Work Goals Associated with Them

Jennifer sought input from members on possible meeting dates/times for this quarter. It was decided more would be discussed via email and upcoming meeting.

The meeting ended at 1:54 pm.