



SLO Team Meeting, Anu Khanna, Jim Haynes, Coleen Lee-Wheat

Date: August 16-30, 2010

Topic	Discussion	Action/Concern
Opening Day Planning	<p>Coleen Lee-Wheat and Marisa Spatore met Aug. 17 and 25, 9-10am. Christina Espinosa-Pieb, Rowena Tomaneng, Marisa Spatafore, Anu Khana, Coleen Lee-Wheat met on Wednesday, Aug. 25 at 1:00pm-2:30.</p> <p>Overall schedule of the event for Friday Sept 17.</p>	<p>De Anza's Opening Theme: Collaboration relative to major events that took place on campus will be showcased. The Link summer institute—an as many of the cohort teaching groups, DARE, Graduation, Teaching and Learning Conference will be physically showcased in booths outside of the Student Center.</p> <p>Friday afternoon liaisons/team leaders and deans will ensure that departments understand that: All curriculum from now on will not be reviewed by the curriculum committee without SLOs. Deadlines that need to be announced were discussed. (Coleen and Christina will meet to further discuss the IPBT discussions and a general calendar for those discussions to take place in the near future.)</p> <ol style="list-style-type: none"> 1) Deadlines discussed: 100% of course SLOs must be created an input into the ECMS SLO subsystem by November 1. SLOAC should be completed for 60% of courses/department taught from 2009-Spring 2011 2) Faculty Tasks were described by Anu. A) An activity to identify program level outcomes and how to document them; B) Plan calendar – faculty volunteers who will commit to assess in order to complete a SLO Assessment Cycle by the end of Winter quarter such that during the early part of Spring '11 the Reflection and Enhancement can take place and the Annual Program Review Update can be completed during the early part of May, 2011.—Set a date for a department meeting that emphasizes the Reflection and Enhancement of the Program, deadline May 1 (more discussion needed); C) Complete the identification of course level SLOs. Coleen and Anu attended the Deans meeting on Aug. 26 to enlist support, describe the activities and their roles on opening day and to invite them to a workshop either the 9/9 and 9/14 workshop. Christina and the deans agreed to forego their 9/9 meeting and attend the 9/9 SLO workshop.
Trac Dat	Thursday, Aug. 25 and Monday, Aug 30, 2010	<p>Scott Johnson presented the commercial product, Trac Dat to Foothill's President, Judy Minor, Vice President of Instruction, Eloise Orelle, De Anza's President, Brian Murphy and Director of Marketing, Marisa Spatafore and District IR Andrew LaManqueon the 25th. Vice Chancellor of Technology of the District, Fred Sherman, Vice President of Instruction, Christina Espinosa-Pieb, Associate Vice President of Instruction, Rowena Tomaneng, Vice President of Finance and Educational Resources, Letha Jeanpierre, Vice President of Student Services, Stacey Cook, Associate Vice President of Finances and Educational Resources, Donna Jones-Dulin, Dean of Physical Education, representing the Dean's of De Anza College, Rich Schroeder attended on August 30. The Vendor will forward a quote for hosted and locally hosting the product, long term support and detailed contract information as soon as possible.</p>
Accreditation	Marisa, Anu, Coleen, Christina and Rowena discussed 8/25	<p>Reporting SLO progress in the upcoming ACCJC follow-up report will include data and plans from the Ed Master Plan, minutes from this year's SLO meetings, the ACCJC midterm report and the annual report to the Board of Trustees. Marisa should have a draft for the group to review in the next few weeks.</p>
