Imperial Valley College Student Learning Outcome Committee Minutes

5/12/09 Meeting (approved)

Topic	Discussion	Decisions
Meeting Start Time:	The meeting began at 3:20 pm in Room 700.	
Committee Members Present:	Toni Pfister - Chair, Sidne Horton – Secretary Pro Tem, Romano Sanchez Dominguez, Rosa Pitones, Daniel Gilison, Mary Lofgren, Jose Ruiz.	
Visitors Present:	none	
Review of the Minutes:	Minutes from the March 24 and April 21 meetings were reviewed and approved.	
Update on SLO & Cycle Assessment submissions	Ms. Pfister reported that SLO ID forms have been submitted for approximately 83% (441/532) of the classes offered in 2008-2009 and Cycle Assessment forms have been submitted for approximately 15 % of the classes offered in 2008-2009. It was requested that a reminder email be sent to faculty.	
Quality Control Issues	The committee discussed using a rubric to help IVC assess the quality of outcomes and assessments. It was decided that the rubric would go out for the 2009-2010 school year. Items to include on the rubric would be	

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Quality Control Issues (continued)	1) completion of Cycle Assessment form, 2) alignment of SLO, data, and improvement plan, 3) inclusion of data, 4) identifications of changes to be made that relate to the data, and 5) discussion of the process in a collegial manner. It will be evaluated based on 0, bronze, silver, and gold scores.	
Summer Time Line	Ms. Pfister discussed the June 30 due date for all instruction and non-instruction departments. She will be working on forms after this deadline and then will begin preparing for Accreditation visit in October 2009.	
SLO Best Practices Workshop	The workshop is scheduled for May 19 from 3:00-4:00 pm. It is in between Dr. Gould's two Town Hall meetings. Presenters will be Wainwright, Knaak, Dorantes, Swiadon, and Ruiz.	
SLO Timeline	Toni reminded the committee that Pilot Assessment Program Grids have been passed out and that Business has completed their pilot form. The committee reviewed the SLO mission and vision statements. Activities that helped IVC meet the mission statement were discussed. All members agreed that the mission and vision statements are still appropriate and do not need to be changed at this time.	

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Other:	Next meeting will be on Tuesday, June 2, 2009.	
Adjournment:	The meeting adjourned at 4:20 pm.	
	Pfister reminded the committee that the next meeting is scheduled for Tuesday, May 12, 2009. It will be held in Room 700 and begin at 3:15 pm.	
	The meeting was adjourned at 4:15 pm.	