

**Minutes of
Project LEARN Steering Committee
April 19, 2012**

Attendance: Nancy Chinn, Eric Thompson, Micca Gray, Carole Bennett, Kris Abrahamson, Wanda Burzycki, Susan Quinn, and Eve Nighswonger.

Introduction: New CTE Coordinator for 2012-13: Anne O'Donnell of Consumer & Family Sciences.

1. Minutes of last meeting approved.
2. Academic Senate report: Eric announced to Senate 100% course SLOs accomplished, and it was well received! This inspired a comment by Nancy to acknowledge Kris' leadership and work to get the job done by everyone.
3. SLO Coordinator Wanda's report confirmed reception of 100% course SLOs done. Kris and Wanda visited College of Redwood in Eureka to present information of SLOs and assessment and to help them.
4. SLO Coordinator Carole's report: working on some program and certification SLOs; waiting for go-ahead for Assessment workshops; meeting today with Anne and CFS for assessment training.
5. SLO SharePoint update by Kris: asking Scott Conrad to have it done by May 1; Wanda to ask DCs if they want training; instructions are not yet to be linked on website until OK with Kris.
6. Institutional SLO discussion (attempt here to capture most of the thoughts): Proposal to take institutional outcomes and put them into the course outline of record. Inventory is already in PPRP, but no "ownership" by anyone; could measure from "bottom-up" with discussions. A student survey is taken every three years which offers indirect assessment of SLOs as self reported by students, and it will continue. May be a good time to revisit the current institutional outcomes, perhaps in 2013. We can place them on the Course Outline of Record when revised beginning 2014. Suggestion of each of six years focusing on 1/6 of institutional outcomes to have a good sampling (#7 Responsibility could be lumped with #2 Personal Development and Management) to have six categories [1. Foundation Skills, 2/7. Personal Development, Management, and Responsibility, 3. Communication, 4. Critical Analysis, 5. Creativity, and 6. Intercultural Literary & Interaction].) Perhaps do a theme each year about the institutional outcomes; then using feedback, perhaps re-write the outcomes. We could do a theme and add as well a checkbox on the COR. We could pull it together with the Tauser lecture and have a dialogue inspired by a nugget of statistical data. PPRP inventory could be a start. Information from a student survey could start the dialogue.
7. Next meeting and last one for school year: Thursday, May 17. Meeting ended at 2:55.

Minutes by Carole Bennett