

Student Learning and Program Effectiveness Committee Meeting Minutes Tuesday, October 3, 2017 2:30 PM 4:00 PM Fox 203



Members		Present
Betsy Sandford	Chair / Library	
Mel Vaughn	Chair	
Bizabeth Maciel	Administrative Services	
Tiina Keller	Art & Design, School of	
Heidi Brueckner	Art & Design, School of (alternate)	
Patricia Louderback	Health & Human Development Division	
Alfred Forrest	Health Services, Director	
SIvia Castellini-Patel	Language Arts Divisions	
Stephanie Kashima	Office of Instruction (ex officio)	
Victor Castillo	Professional Studies, School of	
Renee Paquier	Professional Studies, School of (alternate)	
Alyson Butcher	Science and Math Division	
Jennifer Ho	Social Sciences Division	
VACANT	Student Representative	
Eise Johnson	Student Services	
Michelle Francis	Student Success coordinator	
Karen Okamoto	Admin Support	

Visitors	
None	None

I. Call to Order

Meeting was called to order at 2:38 pm

II. Order of the Agenda

Confirmed.

Approval of Meeting Minutes (5 minutes) III.

Sept. 19, 2017 minutes were approved after minor changes.

IV. * Oral Communication from the Public (3 Minutes/ Person)

Note: This portion of the meeting is reserved for persons desiring to address the Senate on any matter not on the agenda.

No visitors.

V. Information and Announcements (10 minutes)

A. Calendar

September 30, 2017	Due date for Spring 2017 SLO Assessments. Can submit through Elumen or SLOsubmit email.
TBD	Elumen Training for SLO Dept. coordinators.
TBD	Elumen Training for Faculty inputting SLO results.
November 17, 2017	Due date for Program Review Progress Report
TBD (December 5, 2017)	Due date for Program Review Reader Feedback

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VII. New Business

- A. Program Review Progress Report
 - 1. Accessibility issues with program review files are almost complete by Karen. Need to coordinate with Daniel to upload to SLAPEC website.
 - 2. Progress of resource allocation integration
 - a. As discussed at last meeting, Elumen has capability to link goals to resource/budget allocations. After meeting with Megan (Elumen), Betsy and Mel found out that this component of the system will not be available at this time. For now, continue with current procedure and form.
 - 3. Elumen Resource Request Template
 - a. Betsy demonstrated the k kequest template in Elumen.
 - b. Asked for suggestions for column headings include: Indicate instructional or non-instructional Identify type of resource (i.e.: faculty) Budget need more details (i.e.: type of software)
- B. SLO Assessment Report and Discussion
 - 1. How-To Videos
 - а.

* All SLAPEC meeting agendas are archived in the SLAPEC website on the West Valley College website at <u>http://www.westvalley.edu/committees/student-learning-program-</u><u>effectiveness/index.html</u>.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact WVC SLAPEC Chair Betsy Sandford at (408) 741-2478 (betsy.sandford@wvm.edu) or WVC SLAPEC Chair Mel Vaughn at (408) 741-2483 (Melvin.vaughn@wvm.edu) at least one week prior to the meeting date.