



# Student Learning and Program Effectiveness Committee

## Meeting Minutes

Tuesday, December 1, 2020

2:30 PM to 4:00 PM

Via Zoom Conferencing



Members	Department	Present
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VI. New Business

A. Reviewed the ongoing PRPR process:

1. Betsy asked committee members how the reviews of the Program Review Progress Report (PRPR) for each dept were going
2. Betsy reviewed the actual pdf document in order to see if goals were met or not in the table, will need to see the darker outline of box which indicates the answer.
3. After departments have made CE À ] • ] } v • ] v o μ u v U notify Karen CE P š š } so she can upload the updated pdf document into elumen [ • W CE } P CE u Z À ] Á document library.
4. Under Goals and Objectives, some % CE š u v š • ] v [ š Á CE ] š text ] v š Z % O boxes, but typed in a paragraph outside the boxes. Will need to reach out to those departments with Betsy [ • • ] • š v U ] ( v U š } CE À ] • š Z ] O the information is entered in the correct boxes, otherwise information will not show up in other parts of elumen (i.e.: Resource Allocation)

B. Other questions or suggestions:

1. Missin P ^ Z } u u v š ] } v • \_ ] v ( } CE u š ] } v ] • CE ( o š ] v } š Z CE form. Betsy suggested to ask departments if they have any planned actions? If those have been met, do they have any new plans for the new year?
2. International Students report It was noted that the dept. does not have a counselor, only has a support /coordinator who filled out the report. Betsy • š š ] š Á • } | š Z š š Z f [ ou ] Goals iz for Á mated elumen format this time. Tiina will add a comment in her feedback to reflect this.
3. Faraneh commented she enjoyed reading what other programs are doing.
4. v P o ] • μ P P • š š } Z À Z • u % o [ % CE } P CE u CE À ] Á % O to new department chairs to provide a standard on how to fill it out.
5. Laurie asked what should she be looking for in the PRPR on the Student Learning Objectives (SLOs). Some of the answers were inconsistent Betsy suggested asking questions such as:
  - a) Have you used elumen to generate report?
  - b) Have you seen data for each course and discussed data?
  - c) Are you recording notes for these meetings as a means to document what was discussed?
6. Rubric Document š • Ç • | ] ( v Ç } v Z % CE } o u • Á ] š Z š Z Z menus in the document when selecting answers. If so, can just type in the comment box.
7. Betsy reminded everyone when emailing to departments to also include the administrator assigned to the PRPR.

C. Roles/ Responsibilities of SLAPEC members. This will be tabled for the next meeting due to Alyson ] v } š š š v š } Ç [ • u š ] v P X

VII. Old Business (20 minutes)

A. SLO training session

1. Betsy asked if anyone had time to review the SLO training video. The video provides training for different people. (faculty, Dept. Chair) how to set up structure) and at the end are the available reports.

VIII. Reports (5 minutes)

A. Academic Senate report

B. SLO Assessments report

1. elumen has implemented a versioning piece to program. Courses that are revised/modified, structure used to have to be redone completely. Now the structure will remain when revising. No brand new program.

C. Program Review report see VI.AB. for updates.

D. Strategic Planning Committee report

E. BRAC report

F. Accreditation and Institutional Effectiveness Committee report

G. Other t Chris gave an update:

1. New VP Admin Services will be starting in new year. She should be invited to SLAPEC meeting.
2. New Ethnic Studies program requirements. Discussed the CSU GE requirements.

IX. Future Agenda Items

A. Roles/Responsibilities of SLAPEC members

Next Meeting

The next meeting will be on Tuesday December 5, 2020 at 2:30 PM to 4:00 PM via zoom [SLAPEC zoom link](#)

Adjournment - was called at 8:37 pm. Motion was made by Angelica Laurie seconded. All in favor. No opposed.

\* All SLAPEC meeting agendas are archived in the SLAPEC website on the West Valley College website at [Meeting Agendas and minutes http://www.westvalley.edu/committees/student-learning-program-effectiveness/index.html](http://www.westvalley.edu/committees/student-learning-program-effectiveness/index.html)

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact WVC SLAPEC Chair Betsy Sandford at (408) 724-7800 ([betsy.sandford@wvc.edu](mailto:betsy.sandford@wvc.edu)) or WVC SLAPEC Chair Alyson Butcher at (408) 724-5900 ([alyson.butcher@wvc.edu](mailto:alyson.butcher@wvc.edu)) at least one week prior to the meeting date.