

## Spring 2023 SLOA Committee Meeting Agenda

Friday-March 3<sup>rd</sup>, 2023-Noon- 1:00 PM Via Zoom (<https://fullcoll-edu.zoom.us/j/95236221577>)

Meeting called by George Bonnard, Chair

Members: Bradley Dawson; Caleb Petrie; Toni Nielson; George Bonnard; Deanna Smedley  
Matthew Tribbe; Wendy Perez; Alix Plum; Michael Mueller; Anna Shyrokova; Phat Truong; Karin Pavelek; Ben De Guzman

Resources: José Ramón Núñez; Daniel Berumen

### Agenda Items

Assignment of Meeting Minutes Scribe-Recorded in Zoom  
Approval of Agenda for today's meeting (See below)-

Topics	Supporting Document Filename (in SharePoint*)	Bring Copy
1. Review and approval of proposed agenda for today (3-3-23).		No
2. Review and approval of previous meeting minutes on 2-3-23 (see attachment)		No
3. Meeting with Elumen on March 16 <sup>th</sup> at 1:30 PM		No
4. SLOA Preferred Practices		No
5. Mapping-problem and issues		No
6.		No
7. Updates from Team Leaders on PSLO progress		Yes as necessary
8. Other-Issues, problems, reports.		Yes as necessary

## Meeting Minutes for 3-3-23 SLOAC meeting

The following is the zoom link to the meeting that took place on 3-3-23 at approximately 12:04 PM.

[https://fullcoll-edu.zoom.us/rec/share/zQymNmuI1XCy09eZuaNrXlFu6aWYa4x2HSX7BXGJx3rop\\_nCbfyhidEXN NcfsY7u.n57Zb15nK7HK3sBQ](https://fullcoll-edu.zoom.us/rec/share/zQymNmuI1XCy09eZuaNrXlFu6aWYa4x2HSX7BXGJx3rop_nCbfyhidEXN NcfsY7u.n57Zb15nK7HK3sBQ)

The following is a brief summary of the meeting minutes (written by George Bonnard for the 3-3-23 SLOAC meeting).

Meeting came to order at approximately 12:04 PM. Present members are listed below:

Present for meeting: Bradley Dawson; Caleb Petrie; Toni Nielson; George Bonnard; Deanna Smedley; Matthew Tribbe; Alix Plum; Michael Mueller; Anna Shyrokova; Phat Truong; Karin Pavelek;

Meeting agenda for 3-3-23 and meeting minutes for 2-3-22 were approved by the committee.

George Bonnard stated to the committee that we will be having a meeting with the Elumen representatives on March 16<sup>th</sup> at 1:30 in conference room 820 P (Library area). Invites will be sent out to the committee members to attend the meeting.

George Bonnard mentioned to the committee the webinar that was done on February 22<sup>nd</sup> at noon in celebration of CTE month. A Question and Answer document will be sent to all members who did not attend the webinar.

George Bonnard stated that the SLOA Preferred Practices document needs to be updated. There was some discussion from committee members regarding what needed to be updated. Brad Dawson stated the timing of SLOs needs to be updated to reflect alignment with the Program Review cycle. (Previously there were two different cycles-one for SLOAs and one for Program Review). The Word document for SLOA Preferred Practices will be sent out to all members for comments and updates (with a due date of March 27<sup>th</sup>, 2023, as of this writing prior to our next meeting. All members agreed to the timeline.). George Bonnard went on to explain the process for review and approval of the SLOA Preferred Practices document. Once all edits are completed it will be forwarded to the Curriculum Committee for approval. Once approved it will be in effect at that time. This document is important for accreditation and faculty members.

Mapping of SLOs was then mentioned to the committee by George Bonnard. If anyone needs help with mapping George Bonnard will be more than happy to schedule some one-on-one time to troubleshoot or help with the mapping of SLOs.

Alix Plum asked at what point when SLOs are updated in CNET do we update SLOs in Elmen? George Bonnard stated that we update SLOs when they are in the active file in CNET. Once in the active file they are considered official. (Note: Remember PSLOs that are being updated through the PSLO revision process are being updated into the active file in CNET once approved by the Curriculum Committee.)

George Bonnand then gave a lengthy demonstration on zoom of the steps necessary to update the programs/certificates in Elumen. There are 4 major steps required to update programs/certificates. (Note: Brad Dawson had a question related to the timeline for editing the SLOA Preferred Practices document. It was agreed that the timeline would be prior to the next meeting). In addition, there was a lengthy demonstration on how to link courses to certificates and programs. Mapping of CSLOs to PSLOs and PSLOs to ISLOs was also demonstrated to everyone in the committee. There are a lot of steps to update certificates/programs, link courses, and map all courses to certificates/programs. George Bonnand stated he can do one on one sessions with each committee members rather than do this as a group since there are so many variables. Doing sessions one on one with committee members will enable members to develop their abilities with Elumen so that they can show other faculty how to use Elumen. There are many programs/certificates in Elumen as well as many SLOs. We need everyone to help with this effort in order to maintain the system up to date. Phat Truong mentioned there were some PSLOs that were not up to date yet and was wondering when to do the updates since some of the programs/certificates are pending. In this case the revisions for the PSLO can be put into the Elumen once the active file in CNET is updated or the pending file is updated and approved. 19:26 (Remember once the PSLOs are updated via the PSLO revision process then approved by Curriculum Committee. Then it needs to be updated in CNET by John Ison to the active file. Once it is updated in the active file in CNET it then needs to be updated in Elumen by a Division Representative for that division. The Curriculum process and the SLO process are not connected so all updates are manual.)

The next agenda item of Updates from Team leaders was discuss. There were no major updates from Team Leaders. Michael Mueller asked when is the cut off for doing the PSLOs? Michael mentioned that some of the department faculty had some resistances to changing PSLOs regardless of whether they were correct or not. George Bonnand stated they should try to revise the PSLOs however if faculty do not want to change them there is little we can do. However, at some point all programs, certificates, and courses will need to go through the curriculum process and at that point the SLO will need to be updated and revised otherwise it will not go through the approval process. 24:16

There was some discussion by George Bonnand on Elumen mapping and the importance of doing this correctly since reports will show the data that is inputted correct or incorrect.

27:30 Michael Mueller asked a question regarding SLOs for ART courses that are on their way out. Should we let them go for now or should we update them? George Bonnand stated that the ART courses that have been deactivated in CNET should be deactivated in Elumen. Once deactivated in Elumen they should no longer be seen in the active files for Elumen.

All agenda items were covered, and meeting was adjourned at approximately 12:34 PM.

Note: Some members stayed after the meeting to ask some specific questions regarding there ISLO, PSLO and CSLO mapping.