I. Call to Order

II. Order of the Agenda

III. Approval of Meeting Minutes (5 minutes)
   September 6 and September 20, 2016 minutes
   ➤ 9/6/16 minutes approved (motion by Alyson B, second by LeAnn M., all approved)
   ➤ 9/20/16 minutes need following edit:
       o Social Sciences want to continue to submit their SLO results via their current method, not by email
       o With the above edit, the minutes were approved (motion by Alyson B, second by LeAnn M., all approved)

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 action will be taken.
   ➤ None

V. Information and Announcements (10 minutes)
   A. Calendar

➢ Also in attendance, Stephanie Kashima
Student Learning and Program Effectiveness Committee
Meeting Minutes
Tuesday, October 18, 2016
2:30 PM – 4:00 PM
Fox 202

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>September 14, 2016</td>
<td>Launch 2016 – 2017 Program Review</td>
</tr>
<tr>
<td>October 31, 2016</td>
<td>Due date for Spring 2016 SLO Assessments</td>
</tr>
<tr>
<td>November 4, 2016</td>
<td>Due date for Program Review</td>
</tr>
<tr>
<td>February 28, 2017</td>
<td>Due date for Fall 2016 SLO Assessments</td>
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</tbody>
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B. Academic Senate report
   - None

C. SLO Assessments Report
   - None

D. Program Review report
   - Betsy, Jennifer, and Patricia attended the Dept. Chair Program Review training on 10/14/16 and felt it was well-attended and helpful

E. Integrated Planning Committee Report
   - Betsy reported to the committee the agreed upon change to submit program review as a Word doc on the Canvas site

F. BRAC Report
   - Reported that there is a frustration that budgets are not known and/or are not communicated to programs who request funding

G. Other
   - None

VI. Old Business
   - None

VII. New Business
   - Photography Program Review – due to the death of a faculty member, the Photography program review due date has been extended to a future date to be determined (motion Jennifer H., second Victor C., all in favor)

A. Program Review Assignments
   - Members of SLAPEC drew programs randomly and were asked to email individuals in charge of that program to let them know who would be reading their program review and to offer support
   - Betsy will type up and send out a template for us to use to communicate with those in charge of their program reviews, along with any instructions
   - When reviewing: (1) make sure to provide detailed text responses in addition to checking off the rubric boxes, (2) watch for chances to provide connections
across programs and especially to student services like Student Success and Equity and so on, (3) be sure to highlight the positive things and the successes discovered in reading the review (“distinguished accomplishments”)

- Readers agree to complete the evaluation of their assigned programs no later than Tues. Dec. 6

B. Program Review Rubric

- Began to edit the current rubric, suggesting changes like “1, 2, 3, N/A” vs. “A, B, C, D, N/A” which felt too close to a graded scale
- Betsy will update and send out for review via email

C. November meetings date change

- No meeting on Nov. 1, instead meet on Nov. 29

VIII. Next Meeting
Tuesday, November 15, 2016 from 2:30 PM – 4:00 PM

IX. Future Agenda Items

A. eLumen and Program Review

X. Adjournment

* All SLAPEC meeting agendas are archived in the SLAPEC website at 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) 741-2478 (betsy.sandford@wvm.edu) at least one week prior to the meeting date.