Members | Present | Absent
--- | --- | ---
Betsy Sandford | Chair | ✔
Elizabeth 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 | ✔
Silvia Castellini-Patel | Language Arts Divisions | ✔
Betsy Sandford | Library | ✔
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 | ✔
Elise Johnson | Student Services | ✔
LeAnn K. McGinley | Student Services | ✔

➢ Also in attendance: Gretchen Ehlers

I. Call to Order

II. Order of the Agenda

➢ Approved, except fixed next meeting date to be Tues. Feb. 7, 2017

III. Approval of Meeting Minutes (5 minutes)

➢ 11/15/16 and 11/29/16 minutes both approved (motion by Patricia L, second by Gretchen E, 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.

V. Information and Announcements (10 minutes)

A. Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<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>December 6, 2016</td>
<td>Due date for Program Review Reader Feedback</td>
</tr>
</tbody>
</table>
February 28, 2017  Due date for Fall 2016 SLO Assessments

B. Academic Senate report  – none

C. SLO Assessments Report
   ➢ SLO spreadsheet (Master Schedule) updated on SLAPEC website for both Fall 2015 and Spring 2016 semesters
   ➢ Updated for 3 years out as well
   ➢ **ACTION:** all committee members please check past-due SLOs for your division and follow up with that department if needed

D. Program Review report
   ➢ See notes under “Old Business” below

E. Integrated Planning Committee Report
   ➢ Need everything ready for accreditation midterm report

F. BRAC Report
   ➢ BRAC team assigned readers for budget portion for instructional PR’s only
   ➢ Not sure right now when non-instructional budget portions will be read
   ➢ Concerns from SLAPEC regarding the budget process were outlined and Gretchen E. asked to present to BRAC on our behalf:
     o When are non-instructional programs getting readers?
     o What happens after BRAC reads the budget requests? Will programs be notified?
     o What is the timeline for feedback and decisions?
     o Will explanations be provided when budgets are not funded?

G. Other  – none

VI. Old Business

A. Program Review – rubric and reading process
   ➢ Reading of PR should be done no later than Fri. Dec. 16
   ➢ If no PR uploaded on Canvas, and have contacted the PR lead, then email again and CC division chair and Betsy
   ➢ If still won’t submit, make sure program understands won’t be reviewed by BRAC for funding requests
   ➢ If still won’t do, let Betsy know again

B. eLumen SLO pilots – update
   ➢ The initial training is complete; non-instructional training is coming up
   ➢ Need to set up “co-teacher” on certain courses so that someone else can edit data if needed (e.g. set up co-teacher on courses taught by associate faculty in
case that faculty member isn’t around to enter the data themselves the following semester)

C. eLumen Program Review module
   ➢ Finished watching last 8 minutes of presentation from previous meeting

VII. New Business
   A. Spring 2017 semester priorities
      ➢ If we do not end up doing PR in the Fall 2017 semester (since voted to do PR every 3 years), what do we need to have programs do instead?
      ➢ Need to work on what PR looks like in those off years, especially for budget requests that weren’t covered in the original PR and need to be added

VIII. Next Meeting
      Tuesday, December 6, 2016 February 7, 2017, from 2:30 PM – 4:00 PM

IX. 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.