I. Call to Order
Meeting was called to order at 3:02 pm

II. Order of the Agenda

III. Approval of Meeting Minutes (5 minutes)
4/30/19 minutes were approved with minor changes.

IV. *Oral Communication from the Public (3 Minutes/Person) - None
Note: This portion of the meeting is reserved for persons desiring to address the Senate on any matter not on the agenda.

V. Information and Announcements (10 minutes)

A. Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>August 23, 2018</td>
<td>SLO Training for Faculty &amp; Coordinators</td>
</tr>
<tr>
<td>September 28, 2018</td>
<td>Due Date for Spring 2018 SLO Assessments</td>
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<tr>
<td>November 13, 2018</td>
<td>elumen Program Review Coordinator Training</td>
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<tr>
<td>December 1, 2018</td>
<td>elumen Program Review Workshop</td>
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<tr>
<td>December 7, 2018</td>
<td>Due Date for Program Review Progress Report</td>
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<tr>
<td>February/March 2019</td>
<td>Due Date for Program Review Reader Feedback</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Due Date for Fall 2018 SLO Assessments</td>
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</tbody>
</table>
B. Academic Senate report - none
C. SLO Assessments Report – see Section VI details
D. Program Review Report - see Section VI details
E. Institutional Effectiveness Plan Committee Report (formerly Integrated Planning Committee
F. BRAC Report – no updates
G. Accreditation Report
H. Other: None

VI. Old Business
A. Program Review Theme Report Process
   1. Final draft of Theme Report was reviewed by members present. Minor changes were made.
   2. A motion to approve the final draft with minor grammatical changes was approved by all.
   3. Overview and feedback on theme report process was discussed.
      a) Modify questions to address specific sections. I.E.: Previous goals and what was done to attain goals. Some did not answer this question.
      b) Direct faculty to previous program review reports to remind them of the goals.
      c) More discussion on this should be tabled until the Fall. Will need to work on full Program Review report then.
B. SLOs and PLOs: Miscellaneous
   1. Discussed best practices when it comes to SLO/PLOs. It’s important to have formal or informal discussion. Also able to attach meeting minutes and notes in elumen.
   2. Benchmark – state recommendations information should be shared so these factors can be included in changes.
   3. SLO tracking spreadsheet will be updated in summer. Continue to send PSLOs updates to SLOsubmit email.

VII. New Business
A. Mel discussed being on a shared governance group. This group was looking to create a faculty handbook including FAQ’s. He requested questions from the committee to consider for the handbook.
B. SLAPEC will address at the next Academic Senate meeting to reach out to others who may want to become new committee members.
C. The committee thanked Mel Vaughn in his role as co-chairperson. His hard work and dedication to the committee is much appreciated.

Next Meeting
Tuesday, September 3, 2019 at 2:30 PM – 4:00 PM in Fox 201.

VIII. Adjournment - was called at 4:00 pm.
* 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.

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.