I. Call to Order
Meeting was called to order at 2:45 pm

II. Order of the Agenda – no changes

III. Approval of Meeting Minutes (5 minutes)
5/15/18 minutes were approved with a minor change to calendar.

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.

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>TBD</td>
<td>SLO Training for Faculty &amp; Coordinators</td>
</tr>
<tr>
<td>TBD (Nov. 16, 2018)</td>
<td>Tentative Due Date for Program Review Progress Report</td>
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A. Academic Senate report – no update
B. SLO Assessments Report – see Section VI details
C. Program Review Report - see Section VI details
D. Integrated Planning Committee Report
   1. The first meeting is this Friday 9/7/18.
E. BRAC Report – no updates
F. Accreditation Report – No updates
   1. Betsy & Mel were asked to attend some of the meetings regarding standard measurements of Programs.
G. Other: no updates

VI. Old Business

VII. New Business
A. Training Update
   1. Coordinator and Faculty Training Update
B. Summer Stipend Work Updated
   1. Mel has created PowerPoint slides: 1) SLO Structure for Assessment Report for Coordinator Role; 2) Planning on SLO’s – Coordinator role; 3) Reporting SLO’s – Faculty.
   2. Mel is currently working on videos in a couple weeks.
   3. Betsy commented from the 8/23rd Training that the PowerPoint slides were much more helpful as she demonstrating in elumen.
   4. It was recommended to only make specific slides for coordinators available only rather than to all faculty. And the slides for faculty to all. This will eliminate any confusion.
   5. For those who haven’t had any training, its recommended to meet with Betsy for “introductory parts” prior to the slides.
C. PLO Training – continue to use the same document and process by Program Review Progress Report by forwarding to the SLOSubmit.com email address.
D. SLOs/PLOs
   1. Betsy is updating the SLO Master Schedule with Karen. Latest version dated 8/15/18 is posted on website.
   2. There is a small % of SLO’s completed. There wasn’t a big push due to the transition to Elumen last few months. Betsy will be meeting w/ Division Council next week to discuss pending SLO’s due. Deans will be enforcing deadlines. Email link to master SLO schedule spreadsheet. After this meeting, Betsy can review pending SLO’s with committee member for their depts.
   3. Betsy will email out to Deans outstanding list of SLO’s, copying Deans too.
4. Each Dept. need to designate who will set up structure especially the new merged departments. If department is too specific, then there needs to be separate SLO coordinator. Faculty will need to set up structure. Deans will have more active role.

E. Dr. Matais Pouncil came in to discuss the WVC’s Mission Statement. As part of the ongoing accreditation process, he is asking all groups/committees to engage in conversation regarding the Mission Statement. Does it need to be updated, changed or remain? Will add to next SLAPACE’s agenda. Final changes can be made next year, FA 2019.

F. SLO Theme Report - Discussion if an SLO Theme report can be made similar to Program Review Progress Report. Everyone offered feedback.
   1. Measurements – Only have limited data since SLO’s were inputted in Elumen recently. Its suggested to wait until 2019 when more data will be available.
   2. Access to data. How can access data; comments / narrative at end of report?
   3. Feedback includes:
      a) SLO’s are different for each discipline. Could be counterproductive if knowing SLO will be in report
      b) Reflections – program success may need to be more generalized. Choose 3-4 points.
      c) Find1 2- questions. What are the commonalities?
      d) Institutional outcomes, response/context.
      e) SLO’s, challenges – provide a summer.
      f) Dean level are always talking so be a good level to get information.

G. Program Review – Progress Update
   1. Elumen – Strategic Initiatives – For next SLAPEC Meeting, Betsy will demonstrate the Strategic Initiatives part of Elumen. Similar demonstrated earlier. This will be separate part from PLOs.
   2. Dept. Goals will need to match College goals. Will need to create action plans for reach goal. Will tie into the Resources request (BRAC).
   3. Betsy suggested to find smaller departments for beta testing.
   4. This term, will only need to do a “short” Program Review Progress Report. It might be a good time to learn new Goals’ software.

H. Miscellaneous
   1. For ILO’s, Betsy confirmed with Meghan at Elumen that can have a lot of ILO’s.

Next Meeting
Tuesday, Sept. 18, 2018 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 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.