Call to Order
Meeting was called to order at 2:35 pm

Order of the Agenda
Order of Agenda will remain.

Approval of Meeting Minutes (5 minutes)
02/18/20 minutes were reviewed and approved. (Angelica motioned; Tiina seconded). All approved, no abstention

*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.

Information and Announcements (10 minutes)
A. Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
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</thead>
<tbody>
<tr>
<td>March 9-12, 2020</td>
<td>Accreditation visit</td>
</tr>
<tr>
<td>TBD</td>
<td>Training – SLO and eLumen</td>
</tr>
<tr>
<td>May 29, 2020</td>
<td>Spring 2020 SLO results due</td>
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VI. **Old Business**

A. **Program Review Reports Feedback:**
   1. Several program reviews feedback still need to be sent back to departments.
   2. Alyson asked that the final PR reviews are sent back by end of this week to the departments.

B. **Thematic Summary Report – Final Draft**
   1. Scott, Marketing, is currently preparing it for printing. Printing will go out this week.
   2. Concern with fixing more edits, but time did not allow further review. Needed to get it to Marketing then send to Printing Services in time.
   3. Alyson thanked everyone for their hard work with feedback and last minute edits.

VII. **New Business**

A. Accreditation Team will be meeting with Alyson & Betsy next week. Committee is welcome to attend.

B. Motion was made to reaffirm Alyson and Betsy as co-chairpersons for the SLAPEC. Motion by Angelica and seconded by Laura. All approved motion, no abstentions.

C. Scheduling program goal setting
   1. Discussion was brought up again about creating a formal process for goal planning. This committee will make recommendations to the Academic Senate in April. The programs will create and set their own goals in April so they are ready in the Fall.
   2. Components include:
      a) Data provided by college
      b) Programs will review data (i.e.: successes, demographics, etc.)
      c) SLO data from previous Fall term.
      d) Set new goals, close the loop on old goals.
      e) Determine timing of these goals, data, etc.
      f) Ensure support from Deans in regards to getting information/data.
   3. Timetable suggested:
      a) Week 1: Division Strategic Planning – in March
      b) Week 2: Department level planning
      c) Week 3: Program level
      d) Week 4: Recap / Summary
   4. **Next Step:**
      a) Angelica offered to create a timeline based on discussion and whiteboard notes.
      b) Draft timeline will be sent to Chris Dyer, Dean of Office of Instruction and Gretchen Ehlers, Academic Senate President.
      c) For next SLAPEC Meeting – committee will review timeline.
VIII. **SLO Symposium Update by Alyson and Betsy**

A. Alyson and Betsy gave an overview of the Symposium they attended on SLO’s.
B. Alyson discussed a presentation that emphasized the importance of outcomes. (i.e.: Grade vs. Outcomes). Suggestion was made to schedule similar presentation at the next All College Day.
C. Further discussion included:
   1. Reminding students what are the student learning outcomes to help them be successful (transfer, get a job, etc.)
   2. Interpretation of data – some may not understand what the data means.
   3. Training scheduled should include outcomes in elumen.
D. Alyson discussed how Canvas has expanded uses (not used by WVC) such as having SLO tools built-in to have the ability to track SLO’s per student; ability to share rubrics with other faculty; students can voice options if outcome has met.
E. NILOA.com website as a helpful resource. Topics include learning outcome assessments and suggestion to develop activities/assignments.
F. Service Area outcomes – Betsy sat in on a meeting on this area. Reviewing resources.
   1. Add to the timeline discussed in VII.C: New Business in regards to follow-up to why $ resources are not approved. Faculty are unaware of this process.
   2. Elizabeth reminded the committee how the budgets are reviewed and when finalized during the year. Deans are in charge of setting their division priorities.
   3. Others commented if there was a way to allow larger budgeted department offer decrease funds (avoid hoarding). Also it would be helpful to share the information by messaging out to the faculty.

IX. **Reports: No updates**

A. Academic Senate report
B. SLO Assessments Report
D. Institutional Effectiveness Plan Committee Report
E. BRAC Report
F. Accreditation Report
G. Other: None

**Next Meeting**
Tuesday, March 3, 2020 at 2:30 PM – 4:00 PM

VIII. **Adjournment** - was called at 4:10 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 Co-Chair Betsy Sandford at (408) 741-2478 (betsy.sandford@wvm.edu) or WVC SLAPEC Co-Chair Alyson Butcher at (408) 741-2590 (alyson.butcher@wvm.edu) at least one week prior to the meeting date.