I. Call to Order  
Meeting was called to order at 2:32 pm

II. Order of the Agenda  
Order of Agenda will remain.

III. Approval of Meeting Minutes (5 minutes)  
4/07/20 minutes were reviewed and approved with a minor update. (Angelica motioned; Victor seconded). All approved, no opposed or abstention

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.
   A. Stacy Gleixner, New Provost/VP of Academic Affairs, was introduced.

V. Information and Announcements (10 minutes)  
   A. Calendar
      
      | Date       | Item                                           |
      |------------|------------------------------------------------|
      | TBD        | Training – SLO and eLumen                      |
      | May 29, 2020 | Spring 2020 SLO results due same time as grades |
VI. Old Business

A. Continued discussion on renaming “non-instructional and administrative” program reports. This name will include Administration, Student Services, Staff Support and other non-instructional areas.

1. A couple committee members surveyed their departments (Counseling, Library) about name suggestions. Some of the Non-instructional departments do have ‘instructional’ aspects. This includes Library, Counseling, DESP, and Success Center.

2. Suggestion included adding “Academic” Support Program & Services”

3. Next step: Betsy will bring this up to Academic Senate for feedback.

B. SLAPEC Coordination Timeline Document

1. Reviewed timeline document.
   a) Elizabeth clarified budget process and deadlines. Betsy will refine budget dates.
   b) More updates to document in regards to Guided Pathways.

C. Data Training Discussion

1. Proposed approaches:
   a) Request each department to identify a “data” lead contact. This is in addition to the research person(s) replacing Miqueas Dial.
   b) Provide data workshops (Training) including equity. Train faculty how to analyze data.
   c) Next step: Betsy and Chris will reach out to Debra Griffith, VP Student Services, on what equity data is needed.

2. Concerns: Faculty are not fully trained data analyst. Most faculty do not have enough background in statistical analysis. Have seen in prior program reviews, that faculty were not analyzing data correctly.

3. Data gathering should be the role of the college's researcher and working with the college's researcher for data analysis

VII. New Business

A. Messaging of SLO assessments due SP2020 – Is it appropriate to push departments to update SLO’s during this quarantined period?

1. Committee discussed that its ok to continue with normal DE courses scheduled since those were not changed.

2. Those courses that were suddenly disrupted considered moving to Fall 2020. Disruption includes not only how the course is taught, but also the disruption caused by shelter-in-home order for faculty as well as students in home. (i.e.: shared computers with children, less time to study, etc.). This should be noted in the next Program Review report.

3. Data could be eschewed. Some suggest to move to Fall 2020.

4. Suggested to leave up to each department what action to take.

5. There will be no push for SLO / elumen training for now.
B. Components for Program Review Progress Report

1. Goals
2. Resource Requested which are tied to goals.
3. What was done to close achievement gap.
4. Data is not required for this Program Review Progress Report.
5. Betsy proposed to train Dept. Chairs how to run SLO reports and how to interpret them.
   a) Consideration should be taken of Dept. Chair’s workload at this time could be impacted.
6. What are the Program Report Challenges? What worked, not worked and what tools did they use?
7. Add data question at bottom?
8. Next step: Betsy will review current components with Alyson and update.

C. SLAPEC should consider while moving forward when developing ideas:
   1. Is this going to have a substantial benefit to an overall college goal to obtain?
   2. Or is it creating/adding unnecessary work for faculty, chairs, and deans?
   3. Consideration of the roles of faculty, department chairs, and deans have taken on and not creating more additional work.

D. Introduction of new Provost/VP of Academic Affairs

VIII. Reports: No updates

A. Academic Senate report
B. SLO Assessments Report
C. Program Review Report – See New Business VII.B.
D. Institutional Effectiveness Plan Committee Report
E. BRAC Report
F. Accreditation Report
G. Other: None

Next Meeting
Tuesday, May 5, 2020 at 2:30 PM – 4:00 PM via zoom. Betsy will send out zoom link.

VIII. Adjournment - was called at 3:55 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.
VII. not sure where this should go

- Needs to be considerate of the roles that faculty, department chairs, and deans have taken on and not creating more additional work
- SLAPEC should consider while moving forward when developing ideas. Is this going to have a substantial benefit to an overall college goal to obtain? Or is it creating/adding unnecessary work for faculty, chairs, and deans?