

**Yavapai College SLOA Committee
Meeting Minutes**

Friday, December 13th, 2024 9:00-10:30 am
ZOOM (Meeting ID 984 5973 5389)

<u>Topic</u>	<u>Discussion</u>	<u>Action</u>
Call to order/ Establish Quorum	*= <i>Non-voting member</i> Members: Aderemi Adedokun (AD5), *Doug Berry (ELT), Michael Byrnes (Stu Sup), Stacey Hilton (OIS), Kim Howell (OIS), Jennifer Jacobson (AD4), Allen Magarrell (AD1), *Marylou Mercado (ELT), Robert Moon (AD1), Cal Peterson (Stu Dev), Bambi Pish-Derr (Chair, AD2), Sarah Southwick (OIS), Steve Sparks (AD5), Ellen Blair (SGA), Megan Vandermeer (AD2), IER Representative (as needed)	
Minutes	1. Review minutes from November 2024 meeting a. The committee approved the November 2024 meeting minutes.	
	2. 2025 A-Day Planning a. Date selected: 09/26/25	
	1. SLOA Committee Reviews a. Update on A-Report Reviews i. All A-Reports have been submitted: 36 expected. Out of those 36 expected, 8 postponed and 28 were submitted. ii. 15 programs collecting YR1 data this year. iii. Form Feedback from committee: 1. Some members of the committee felt the new forms were easier to review compared to previous year. b. C-Maps & A-Plan Review Volunteers iv. Sarah asked for volunteers to review the following programs that submitted A-Plans and C-Maps: 1. Unmanned Aircraft Systems - Remi 2. BSN - Mike 3. ICE - Bambi 4. Accounting - Cal	Sarah will check instructions for uploading the form links as some of the files were uploaded in a way that prevented the members from viewing it without permission.
	1. Interest in ERAU Continuous Improvement Summit a. Currently: Kim, Cal, Remi, Jennie, and Sarah	
	2. Other updates/New Business a. None	
	Adjourn	
	<u>DEADLINES & REMINDERS</u> a. AY24-25 Program Review Timelines & Deadlines	

	<ul style="list-style-type: none">• JANUARY<ul style="list-style-type: none">a. Mid-JAN: All reviews on A-Documents need to be complete for Program Review process to begin as of February 1st	
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