

**Yavapai College SLOA Committee
Minutes**

Friday, October 11th, 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 August 2024 meeting a. The committee approved the meeting minutes.	
	2. Introduction of Student Representative – Ellen Blair a. Ellen Blair introduced herself as a 3 rd semester Nursing student. b. Kim Howell was also introduced as the Curriculum & Assessment Specialist in the Office of Instructional Support	
	3. Debrief 2024 Assessment Day a. A-Day Evaluation Survey Results i. Sarah briefly went over the A-Day statistics: around 150 faculty, staff, and leadership in attendance for the day. Less than 40 people completed the survey. ii. The feedback around the day was generally positive and the day length seems to be perfect. iii. There was a suggestion to consider having A-Day integrated with new faculty orientation. This will be shared with the A-Day Planning Subcommittee for this year.	Sarah will ensure that the A-Day Planning Subcommittee consider the suggestion to integrate A-Day with NFO.
	4. SLOA Committee Charter a. Bambi reviewed the changes to the charter which consisted mainly of title changes and a change from the ISS in OIS to Kim Howell’s new position as a voting member for SLOA. b. The committee approved the revisions to the charter. c. It was also noted that the SLOA Committee still needs a DIV3 representative.	Bambi will work on finding a DIV3 representative. Sarah will post the new charter on the SLOA website.
	5. Review A-Reports b. A-Report Rubric i. Sarah went over changes needed to the A-Report rubric and the committee made other suggestions. ii. The committee approved the new A-Report rubric with the changes. c. Review Example A-Report	Sarah will update the rubric in the revised SLOA Canvas shells. Sarah will reach out to create meetings with each SLOA

	<p>i. Due to the changes to the rubric, the committee was unable to review an example A-Report together. However, Sarah will be reaching out and working with each SLOA Committee member to walk through their A-Report assignments together.</p> <p>d. A-Report Assignments</p> <p>i. Sarah shared the file with the A-Report assignments.</p> <p>ii. 22 of the A-Reports are complete and ready for review. There are 9 A-Reports that need to be completed.</p>	<p>Committee member to review the SLOA A-Reports.</p> <p>Sarah will follow-up with last A-Reports to see if those faculty need any assistance.</p>
	<p>6. Other updates/New Business</p> <p>a. Remi introduced a discussion about A-Reports requiring direct and indirect assessment measures. The committee discussed the pros and cons of changing the A-Report requirements and decided it should remain up the program or division to collect the data to answer their particular SLO assessment questions.</p> <p>b. Sarah proposed offering a training in the spring for faculty to learn about indirect/direct measures and how to triangulate that information to present a fuller picture of the SLO assessment data. The committee approved Sarah working with Remi to build the training.</p>	<p>Sarah and Remi will work together to build a direct/indirect SLO assessment measures training to possibly offer in the spring.</p>
	<p>7. Adjourn</p> <p>a. The meeting was adjourned.</p>	
	<p><u>DEADLINES & REMINDERS</u></p> <p>a. AY24-25 Program Review Timelines & Deadlines</p> <ul style="list-style-type: none"> • OCTOBER <ul style="list-style-type: none"> a. SLOA Committee Review of A-Reports b. Wednesday, October 30th – All C-Maps and A-Plans are DUE • NOVEMBER-DECEMBER <ul style="list-style-type: none"> a. SLOA Review of C-Maps and A-Plans • 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 	