

Learning Support Centers Coordination Committee
Meeting Summary

Date: October 2, 2012

Time: 3:30 to 5:15

Location: 12-170

Attending: Melissa Green, Carol Wills, Juanita Alunan, Sandra Stefani-Comerford, Nancy Paolini, Kathy diamond, Diana Bennett, Kevin Sinarle, Cheryl Gregory, Lena Feinman

3:45, start

1. Updates

DGME and CIS have completed their SLO revisions. Thanks, Diana and Melissa.

2. SLOs: Planning and Timeline for Review/Revision

We need to get all revisions completed by December 1, so they can make it through COI.

3. Program Review for Centers

Reminder: Centers will complete individual program reviews. We're on track for completing the form. We will all be completing PR in this cycle—due March 25, 2013.

3. Student Learning Outcomes—drafting and finalizing

Some of us have completed revisions while others are just getting started. Everyone who is happy with their revisions or current SLOs will send these to James and Jennifer by Friday, October 5. They will then create a Complete List to send to the group. We discussed options for developing an official approval process for SLOs. We agreed the most logical process would be that new or revised SLOs go to COI for final approval. On the way, our committee might help with them or SLOAC might, but in the end, SLOs need to go to COI.

NOTE: After our meeting David joined Jennifer, Sandra, and I. He agrees with the above process, adding that after approval at COI, he will then upload approved SLOs to TracDat.

4. Bring unmet and emergency equipment needs

None brought forward. (But Kathy did note that ISC computers need replacing soon—this will go in regular program review.)

adjourned, 4:30.