for SLOAC MEETING 1/28

SLOAC role - review what SLOAC can help with on eLUMEN and SLOs
> **communicate with departments**
> approve SLOs for course revisions
> help faculty create their own reflection
> help faculty create their own assessment
> map CLSOs to PSLOs - we will do this later in the spring
> create a department goal
> run reports and/or find reports

Discussion items

1. action plans for reflections vs reflections

action plans
- can be saved every year (so there is a digital history) so departments could use these as a basis for their narrative in the SLO section of the PR template
- one extra step - through inbox (action pending)
- faculty name attached to the document - not anonymous
- an action plan with a reflection can be made for only for those departments in PR cycle

reflection tied to assessment
- faculty have to save them as a PDF and send them to coordinator (this could be done by only those that are in PR) maybe faculty won't send?
- tied to assessment so it is easy
- name is attached but faculty have option to answer anonymously

2. setting dates for notifications and alerts

February -
> all assessment schedules in 2/?
> notification to faculty that they have an assessment due this semester 2/

May -
> alert to email
> element assessment due 5/7 (final due 5/10

Division Coordinator Tabs -
> places most important
>> **S**trategic planning
>>> planner - to be able to see what assessments/action plans/RFI have been completed.

assessments - to be able to add assessments for faculty - directions provided

SLOs and Assessments
SLO listing - to see listing of current SLOs
curriculum mapping -
assessments - this is where you can add assessments or reflection templates

Curriculum - you can look up **course** info or **program** info
dashboard - courses actively in a workflow
library - list of CORs for each course

Org Management
Goals - allows you to set up departmental goals

Reports - list of exportable reports you can download any of these to give to chair

Helpful videos:

How to create an assessment: https://elumenconnect.zendesk.com/hc/en-us/articles/360004228232-Creating-Assessments-for-Student-Learning-Outcomes

How to print faculty participation results: https://elumenconnect.zendesk.com/hc/en-us/articles/360004598672-Faculty-Participation-Report

Connecting to canvas:
https://drive.google.com/file/d/14Z1bo7PEfT_T1pS4CMhZNYXJs2NQihal/view

Importing scores using excel spreadsheet: https://elumenconnect.zendesk.com/hc/en-us/articles/360004525591-Importing-Scores-using-an-Excel-Spreadsheet