

REMINDER: COUN Discipline SLO Reports Due February 6th

Adrienne Riley

Sent: Thursday, February 02, 2012 9:35 AM

To: Susan Truong; Terrance Greene; Aaliyah Muhaimin; Elissa Jaw; Lilian Chow; Carlos Romero; Manuel Alcala; Kathy Ma

Cc: Tina Vasconcellos; Laura Bollentino; Dannielt Howard; Martha (Ann) Mcurdo; Irina Rivkin; Newin Orante

Attachments: College-wide COUN meeting ~1.doc (62 KB)

Per COUN Discipline meeting agreement in October, REMINDER: COUN Discipline SLO update reports due February 6th.

<p>Courses taught in:</p> <p><u>S'09, F'09, S'10, F'10, S'11</u> the report form should be complete, all columns on the report form filled out and back up data submitted.</p> <p><u>Fall 2011</u> A.) 1st two columns ('<i>methods & describe the standards</i>') should be completed.</p> <p>B.) 3rd & 4th columns ('<i>findings & results</i>') should be in progress.</p> <p><u>Spring 2012</u> Planning for the SLO should be in progress: 1st two columns ('<i>methods & describe the standards</i>').</p>	<p>Submit report (column) info & data (e.g.: instrument used & data collected) to Adrienne (electronically <i>preferred</i> <u>or</u> hard copy):</p> <p>-</p> <p><u>should be completed</u></p> <p>-</p> <p>-</p> <p><u>Deadline: February 6, 2012</u></p> <p><u>Deadline: February 6, 2012</u></p>
--	---

Adrienne Riley
Counselor/Instructor
Laney College
900 Fallon Street
Oakland, CA 94607
Office (510) 464-3136
Fax (510) 986-6927

*"I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel."
Maya Angelou*

<p><u>DEPARTMENT MEETING</u></p> <p>Ann & Terrance Dept. Priority: SLOs</p>	<ul style="list-style-type: none"> • Dr. White told dept. chairs that they will not receive additional money if they do not finish their SLOs • Adrienne suggested that we meet to review what we've done and to set new deadlines and break up in work groups. • Need to start inputting data in TaskStream. 	<ul style="list-style-type: none"> • Will schedule two meetings to work on SLOs: Nov. 1 and Nov. 8 from 1-4pm. 	
<p>Adrienne – graduation petitions</p>	<ul style="list-style-type: none"> • Asked if there will be an extension of deadline for grad. petitions 	<ul style="list-style-type: none"> • Terrance will email Charlotte about deadline extension 	
<p>Laura B. – Office on Fridays</p>	<ul style="list-style-type: none"> • Concerned that Counseling 1 doors are locked on Fridays when Counseling and Transfer Center are supposed to be open. 	<ul style="list-style-type: none"> • Ann & Terrance will schedule meeting with Inger, Tina, and Kathy 	
<p>Ann & Terrance – Meeting with Pres. Webb</p>	<ul style="list-style-type: none"> • We will meet with Pres. Webb on Nov. 3 from 2-3pm to address the President's concerns about counselors. 	<ul style="list-style-type: none"> • Ann & Terrance will email Pres. Webb to ask for an agenda, so we can prepare for the meeting 	
<p>Committee Updates</p>	<ul style="list-style-type: none"> • Lillian said we will need to block out time to take a group photo for website 	<ul style="list-style-type: none"> • Counselors will prepare our own list of concerns. 	
<p>Ann – Request for Volunteer</p>	<ul style="list-style-type: none"> • Need a volunteer to participate in district-wide counseling committee to develop online probation workshop or questionnaire. • On Nov. 9, there will be a Veteran's Resource Fair and need a counselor to do a Q & A. 	<ul style="list-style-type: none"> • Ann & Terrance will find date to block out half an hour for photo shoot 	<ul style="list-style-type: none"> • Talk to Ann if want to volunteer for resource fair