Student Advisory Council on Learning Outcomes (SACLO)

September 19, 2013 Minutes

3:15-4:00 p.m.

Present: Amanda Thrun (COMD), Megan Ryan (Health Sciences), J Schwartz (ED PSYCH), Lara Lyles (ETRA) Yan Chen (ETRA), Heoncheol Yun (ETRA), Amy Martins (PSYC), Joe Kutter (PSYC), Steve Wallace (OAS)

Introductions

Members were introduced, sharing a bit about themselves (e.g., major, level, how long in SACLO). Amanda shared the Mission Statement and what was done last year with respect to the syllabus review project and recommendations from it.

Budget Update

Amanda reported that SACLO has $350 in this year’s budget. There is more information available on the thumb drive she received from the Student Association. Next year’s budget (FY 15) is due on October 14th, 2013. SACLO will need to make a presentation on the budget request in spring 2014. There are limitations on what funds can be spent on—no Coke products or funding for catered food. SACLO can purchase snacks, but will need to have Marzena Szmydt, SA Accountant, present when food items are purchased. Call Marzena and she will meet members at Walmart, Jewel, etc. to purchase items.

Fund Raising

Fund raising ideas were shared. Ideas include: Fannie Mae (15% give back), gift cards, Jewel shopping days. Fund raising is expected for continued support from the Student Association.

Academic Year 2013-2014 Meeting Schedule

Members discussed how often the organization should formally meet. Consensus was monthly. Dates for meetings are:

- October 17, 2013
- November 21, 2013
- January 23, 2014
- February 20, 2014
- March 20, 2014
- April 17, 2014
Syllabus Review Project

J, Amanda, and Lara shared their experiences with the syllabus review project from last year. They discussed the creation of guidelines for faculty about what students would like to see—a checklist or rubric. There is a need to provide feedback to faculty. The question of how to provide feedback to faculty was raised, with a suggestion that it start with individual faculty. This could lead to the creation of general guidelines for the campus.

Lara mentioned the group could look at the format...how it looks. J mentioned creating an outcomes-based syllabus. The goal is to get something to present to faculty. Steve suggested he could look into getting access to syllabi across the campus through the CAD system and checking into APPM and APC guidelines. Lara mentioned Sherrill Morris’s approach of beginning with the friendlies. She could also digitize syllabi if needed.

Other Projects

Other projects were discussed including looking at course evaluations and seeing what questions are being asked. Some evaluations are online, others are hard copy. Feedback could be given to the campus on what students like.

Officers Needed

A secretary and vice president will need to elected. J suggested the group wait until the next meeting to formally do that.

Recruitment

There is a need to get more students involved in SACLO. Suggestions include posting flyers and putting a notice in the Northern Star.

Next Meeting

October 17, 2013