

Memorandum of Understanding  
between the  
All Faculty Association  
and  
Sonoma County Junior College District  
regarding

Faculty Student Learning Outcomes (SLO) Liaisons:  
Selection, Job Duties, and Compensation

May 27, 2023


For the current accreditation cycle, the District has created the ad-hoc Special Assignment: Faculty SLO Liaisons.

- A. **Job Duties.** The Faculty SLO Liaisons will support the District's accreditation efforts pertaining to SLOs by performing the following duties:
1. Assist SLO Faculty Coordinators by helping to develop SLO resource materials and facilitate comprehensive SLO trainings.
  2. Provide consultation to faculty and instructional departments regarding the proper construction or revision of Student Learning Outcomes (SLOs), Student Area Outcomes (SAOs) and Program Learning Outcomes (PLOs) as requested by the faculty members or department.
  3. Advise faculty members and instructional departments about how to draw meaningful inferences from SLO data and write SLO assessment narratives that inform curricular development, resource requests, and program planning as requested by the faculty members or department.
  4. Guide faculty and instructional departments regarding how to align class assignments to the Common SLO Rubric as requested by the faculty members or department.
  5. Support faculty and instructional departments in learning to conduct SLO assessments utilizing online tools available within Canvas with integrated features supported by the eLumen Insights software system.
  6. Attend trainings as necessary.
- B. **Selection Process.** Tenured contract faculty members and associate faculty members with offer rights are eligible to serve as SLO Liaisons. The VPAA/AS will email an "open call" to all faculty members to solicit interest. Eligible faculty members will express interest by writing and submitting a letter of interest, not to exceed two pages, that addresses the faculty member's experience with SLO assessments. The VPAA/AS, or a designee, will convene a three-person committee including one administrator and two faculty members to review letters of interest, select candidates with whom to meet, and make a recommendation for final selection by the VPAA/AS.

- C. **Compensation.** Each of the 6 - 8 SLO Liaisons will be compensated for up to six (6) hours per week at the base hourly rate. AFA and the District agree to revisit and potentially increase the limit of 6 hours per week upon the District's launch of the e-Lumen SLO software, at which time this MOU will be amended. Summer hours are contingent on funding and will be paid on an hourly basis as approved by the VPAA, not to exceed the established weekly limit.



Sean Martin, President  
All Faculty Association



Dr. Frank Chong, Superintendent/President  
Sonoma County Junior College District