

Sample Agenda for Calibration Sessions

Calibration Session I	Step 1	Calibration Exercise 1: Bring all SLO approval team members together to complete review an SLO as one large group.
	Step 2	Confirm the SLO review assignments based on content expertise.
	Step 3	Independent Review Period: Options may include out of session independent review or review in teams as assigned by the review committee.
Calibration Session II	Step 4	In content area groups or in pairs, discuss the SLO reviews and consolidate preliminary feedback.
	Step 5	<p>Calibration Exercise 2: Select a sample SLO from each content area. As a full review committee, compare each of the seven SLO components across content areas to assess comparability. Adjust each SLO's approval checklist and annotations as needed.</p> <p>Calibration Exercise 3: As group, select what you perceive to be the strongest SLO and the SLO most in need of improvement from the group you have reviewed. Consider as a group: if your SLO with the most need for improvement had everything corrected as indicated in your feedback, would it be comparable to your strongest SLO? If not, assess what additional feedback you can provide to help the teacher move the SLO toward comparability.</p>
	Step 6	Finalize the SLO Feedback Form and the SLO Approval Status and Accompanying Rationale Form for each SLO and provide this information to teachers.

