

SJCC: TIMELINES & REPORTING FORMS

The SLOAC at SJCC has envisioned the following model that can be used for both Program level SLOs and Course SLOs. Within each program, assessment at both levels should be accomplished. Each program should determine if the cycle at each level be completed per academic year, or per semester, as well as how many SLOs to assess during each cycle.

Semester 1 (Fall or Spring)		Semester 2 (Spring or Fall)	
Step 1	<ul style="list-style-type: none"> ➤ Identify SLOs for course or program. ➤ Develop a grid (map) to demonstrate alignment between Course, Program, Degree and General Education (GE) SLOs (Attainable during 1-2 meetings) 	Step 4	<ul style="list-style-type: none"> ➤ Review data and summarize strengths and weaknesses of program/course based on this assessment (discussed in 1-2 meetings)
Step 2	<ul style="list-style-type: none"> ➤ Identify at least 1 direct or indirect measure to be used for assessment of 1 outcome (discussed at the same meetings above) 	Step 5	<ul style="list-style-type: none"> ➤ Create assessment plan and timeline for course or program improvements including data of recommended next assess of same SLO (at meetings in Step 4)
Step 3	<ul style="list-style-type: none"> ➤ Perform assessment/gather data for 1 outcome 	Step 6	<ul style="list-style-type: none"> ➤ Implement assessment plan ➤ Share reports/summaries ➤ Decide on next SLO to assess. Review Step 1. Begin again at Step 2.

Important Reminders:

Steps 1-3 could be accomplished in one semester; Steps 4-6 in the next.

All Program level SLOs should be assessed at least very 4-6 years.

Each program should develop a timeline for the assessment of all SLOs. So, there should be no more than 6 program level SLOs.

The assessment of SLOs should be coordinated with updates to the Course Outline of Record (COR), done every 4 years, and within the completion of the Comprehensive Program Review, done every 4 years.

Draft prepared for SJCC Academic Senate, October 21, 2011

Revised for Academic Senate, November 7, 2011

Approved by SJCC Academic Senate, November 15, 2011