Academic Senate & Subcommittee

Committee Goals and Self-Assessment for Academic Year 2020-2021

Committee Name: Assessment Committee

Committee Roles and Responsibilities: To provide institutional support and guidance on academic outcomes assessment including student learning outcomes (SLOs), program learning outcomes (PLOs), general education learning outcomes (GELOs), and institutional learning outcomes (ILOs). The committee helps shape institutional policy regarding assessment; supports faculty in the completion of timely, quality assessments; helps faculty create quality outcomes and tools for measuring them; disseminates information about outcomes assessment to support student success and the College's integrated planning process.

ACCJC Standard(s) Addressed:

_X_ Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity
_X_ Standard II: Student Learning Programs and Support Services
___ Standard III: Resources (Human, Physical, Technology, Financial)
___ Standard IV: Leadership and Governance

Committee Members: Andrew Wesley (Committee Chair, Faculty), Ferdinanda Florence (Program Review Representative, Faculty), LaNae Jaimez (School of Behavioral Science, Faculty), Peter "Tony" Zitko (School of Behavioral Science, PT Faculty Representative), Rachel Smith (Liberal Arts, Faculty), Will Martinelli (School of Math and Science, Faculty).

Identify the initiatives/goals this committee will undertake.

Committee chairs are responsible for completing reports after dialog with committee members. Assessment of committee progress is integral to SCC's continuous improvement process.

#	Initiative / Goal	Description for this Initiative / Goal
1	Institution-wide completion of assessments in eLumen	After a postponement due to Covid in Spring 20, all faculty will be required to complete as many assessments as they can in Fall 20.
2	Continuation of Newsletter	Self-explanatory
3	Handbook	Work on switching out all of the CurriQNet Meta information for eLumen.
4	Training	Continue training faculty on how to use the assessment tools in eLumen
5	PLO mapping	Continue and complete PLO mapping in eLumen.
6	Membership	Officially change the membership by-law from "School Coordinators" to any faculty volunteer.
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Mid-Year Committee Evaluation Report for Academic Year: December 2020/January 2021

Accomplished and In Progress Initiatives:

Identify the initiatives this Committee has accomplished and whether the initiative has been completed (C) or is in progress (IP) in the status column. Identify additional initiatives if applicable.

#	Initiative Undertaken, Achieved or In Progress	Status C or IP	Accomplishments/challenges for this initiative
1	Institution-wide completion of assessments in eLumen	IP	Mandatory completion was once again postponed in Fall 2020. The hope is that Spring 2021 SLO assessments will be mandatory.
2	Continuation of Newsletter	IP	A newsletter was sent out at the end of Fall 2020 with information regarding the optional assessment process
3	Handbook	IP	An updated handbook with eLumen information is still in progress.
4	Training	IP	Zoom trainings are/will be scheduled for the March flex event.
5	Video tutorials	IP	It was suggested that written guides might not be good enough for some faculty. Subsequently, those written instructions are being turned into short video tutorials.
6	PLO Mapping	IP	Roughly 1/3 of the courses have been mapped.
7	Membership	IP	Due to the removal of school coordinator positions, the committee is comprised of anyone who volunteers. We have tried to maintain the same type of representation including a PTer, the PR coordinator, etc.
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Year End Committee Evaluation Report for Academic Year: April 2021

Part 1 Accomplished and In Progress Initiatives:

Update the initiatives this Committee has accomplished in the corresponding academic year. For Status, please indicate **C** (completed) or **IP** (in progress). Make recommendations for the upcoming academic year where appropriate, or referrals to other committees, as applicable.

Committee chairs are responsible for completing reports after dialog with committee members. Assessment of committee progress is integral to SCC's continuous improvement process.

#	Initiative Undertaken, Achieved or In Progress	Status C or IP	Accomplishments/challenges/recommendations for this initiative
1	Institution-wide completion of assessments in eLumen	IP	Faculty have been submitting Fall 20 assessments. Spring 21 is mandatory so we will see the outcome.
2	Continuation of Newsletter	IP	Email blasts have been sent out rather regularly this semester and will continue.
3	Training	C/IP	Flex training was successful and Drop-in hours were held every two weeks. Another Flex is scheduled for Fri Aug 13.
4	Video tutorials	IP	The recording of the Flex training was made available on the assessment website. Videos are still in the works.
5	Membership	C/IP	We were able to retain a couple prior members and added a few more. Quorum was achieved.
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Part 2 Unaccomplished Initiatives:

Identify the initiatives this Committee has undertaken in the Fall 2020 semester that were not accomplished, please state why, what the barrier(s) were along with any recommendations to overcome the barriers.

See details in the chart above

#	Unaccomplished Initiative /Goal	Why/what were the barriers?	Recommendations
1	Handbook	On Hold – lack of funding	This was put on hold until more funding becomes available. Hopefully this gets resolved in the Fall.
2	PLO Mapping	Several factors taking this a long time. Funding, and having to go through each course takes without an actual guide is taking longer than anticipated.	More funding so more time can be allocated to complete.
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Part 3: Complete Self-Assessment Narrative:

Self-Assessment

- To what degree has the committee met its roles and responsibilities?
  Given the budget constraint, I think we accomplished quite a bit. The issues with eLumen have been solved. We are finally implementing the system faculty wide.

- How can the committee improve its effectiveness in meeting these roles and responsibilities?
  The committee has done its due diligence: goals such as an updated handbook, more complex trainings, and the mapping will all get completed in time.

- How effective was the committee in completing its initiatives?
  We accomplished what we set out to do which is finally implement eLumen.

- How might the committee improve its effectiveness in regard to completing initiatives?
  More funding: bring back the school coordinators so the committee membership is secure and there is a direct/consistent line of communication with each division.

- How effective was the committee in impacting student success?
  In a very round-about manner, the campus-wide submission of SLO assessments will force faculty to evaluate how their students are doing.

- How might the committee improve its effectiveness in regard to impacting student success?
  I think there still needs to more dialogue with faculty to convince them (as a whole) that assessments are more than just an accreditation mandate and a contractual obligation. Assessments, and how faculty utilize them, can help them improve as teachers which will greatly impact their student success.

- What resources are needed to assist the committee in meeting its initiatives?
  More funding in terms of release time for the coordinator and bring back the division coordinators.

Recommendations

- Provide recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.
  Without the division coordinators, I will have to do a better job at recruiting faculty from all divisions. We made quorum this semester but I do not believe every division was represented which means I really had no feedback from them other than if individual faculty reached out to me.

- What topics should be addressed by the committee next year?
  The handbook definitely needs to be updated. Some faculty are asking for more capabilities so this means more training as we look toward Canvas integration, and the elimination of a default system for a faculty-based one (which is the standard across eLumen-using colleges).

- Are there additional roles or responsibilities this committee should be addressing?
  Because the two are technically two sides of the same coin, I would like to see more collaboration with Program Review.

- What issues, initiatives, or work has the committee identified that other committees, service areas, and/or disciplines or Schools should address next year?
  Continuing the former question, I do think that the schools coming up for PR need to spend some time looking at their SLOs: do they need to be updated to eliminate "bias" or updated in general? Do they need to be written in the first place (not surprisingly some CORs still have 0 SLOs). The eLumen COR section concerning Outcomes includes course objectives and SLOs and these should always be reviewed and revised as needed as time passes.