



Academic Senate & Subcommittee

Committee Goals and Self-Assessment for Academic Year 2022-2023

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:

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

Committee Members:

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	Close to 100% compliance on end-of-term assessment submissions	Although it is written into faculty contracts, submission compliance is “less than desired”. Working with management, we hope to achieve full compliance.
2	Continuation of e-mail announcements.	Although we deviated from the “newsletter” format, I do think the email blasts are achieving the same goal and we will continue sending those out.
3	Handbook	Continue with the creation of an “eLumen” Handbook
4	Training	Due to data retrieval issues in eLumen, we will have to change the method of assessment submissions. We will create new guidelines and hopefully training videos.
5	PLO mapping	Still ongoing. About half the programs are currently mapped in eLumen
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Mid-Year Committee Evaluation Report for Academic Year: December 2022/January 2023

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	Close to 100% compliance on end-of-term assessment submissions	IP	The guidelines and videos for the new method of assessment submissions were complete. The due date for assessments was originally the end of January 23 but do to timing and the lack of submissions, that date was pushed back to the end of February 23. Based on some of the submissions thus far, the data retrieval issue has been fixed... maybe. I say maybe because in some cases the self-reflection data is generating along with the rubric data as intended but there have also been a few cases where even though I have literally seen a faculty's self-reflection narrative and watch them hit the save and share tab (with the green "Saved Successfully pop up box appearing), the data is not generating in the faculty report.
2	Continuation of e-mail announcements.	IP	This continues and I think the response has been met positively
3	Handbook	IP	The new handbook template is organized. Sections have been outlined.
4	Training	C/IP	The new written guidelines and training videos for assessment creation and submission have been completed. I have scheduled drop-in hours to aid with any faculty who needs assistance. Due to the positive feedback I have received over regarding the new guidelines and video tutorials, it was decided that large-scale trainings would not be wholly necessary at the present (this may change if faculty decide they would like such training).
5	PLO mapping	IP	As departments have been going through Program Review or Curriculum Review, we have been mapping completing the mappings. I do think we may need to quicken the pace before the accreditation cycle ends.



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Year End Committee Evaluation Report for Academic Year: April 2022

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.

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#	Initiative Undertaken, Achieved or In Progress	Status C or IP	Accomplishments/challenges/recommendations for this initiative
1			
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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
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2			
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Part 3: Complete Self-Assessment Narrative:

Self-Assessment

- To what degree has the committee met its roles and responsibilities?
- How can the committee improve its effectiveness in meeting these roles and responsibilities?
- How effective was the committee in completing its initiatives?
- How might the committee improve its effectiveness in regard to completing initiatives?
- How effective was the committee in impacting student success?
- How might the committee improve its effectiveness in regard to impacting student success?
- What resources are needed to assist the committee in meeting its initiatives?

Recommendations

- Provide recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.
- What topics should be addressed by the committee next year?
- Are there additional roles or responsibilities this committee should be addressing?
- What issues, initiatives, or work has the committee identified that other committees, service areas, and/or disciplines or Schools should address next year?