Updating Assessment Plans

Assessment Committee, Fall 2021

Each year, the Assessment Committee ensures that all SLO assessment plans on campus are updated. As the Assessment Committee has representation for all departments, areas, and pathways on campus, each Assessment Committee member will ensure that the departments represented by them have updated their SLO assessment plans. Please follow the steps below to update SLO assessment plans.

1. Please look at the [Fall 2021 Assessment Plan Assignments spreadsheet](#) to see which assessment plans you are assigned.
2. Then, go into the [Assessment Plans folder](#) to find and download the assessment plans you need.
   a. Areas with many departments will have a folder for all of their assessment plans.
3. Get in touch with the chair(s) -and, as necessary, the dean- of your department(s) and work with them to create an updated SLO Assessment Plan that goes through 2022-23.
   a. Please mark your spreadsheets with this code:
      i. P = plan to assess this SLO during this year
      ii. C = assessment was completed
   b. Note that ACCJC requires that we work on a 6 year assessment cycle, so all SLOs for all courses should be assessed at least once every 6 years.
   c. The updates should include:
      i. The changes for this past year: do you need to change any Ps to C?
         1. Additionally, if the department had planned to assess SLOs and did not actually complete the assessment, simply remove the P. The only years where Ps should be are this current year (SLOs that will be assessed this fall and spring) or for 2022-22.
      ii. Which SLOs the department plans to assess in 2022-23.
   d. If a course is no longer being taught, you do not need to input a plan to assess the SLOs for that course.
   e. You can see all past assessment plans for departments on the [Archived Student Learning Outcome Assessment Plans](#).
4. Once you are finished, please email your completed SLO Assessment Plans back to me. Our deadline is **December 3, 2021** (but the sooner the better!), so I have time to get them inputted before the end of the semester.