To: Academic Senate
From: Curriculum and Instruction Counsel
Re: AP 4020 Implementation

April 14, 2014

Recommendation - The Curriculum and Instruction Council recommends that the College initiate a process to ensure the regular assessment of learning outcomes in alignment with AP 4020 Program and Curriculum Development (Revised August 28, 2013; p. 2):

> **The Educational Design Committee or Curriculum and Instruction Council may propose inactivation of a course required for a degree or certificate should any of the following apply:**
> **• The department controlling the course requests the inactivation;**
> **• The course has not been submitted for course review within the past five years; or**
> **• The course has not completed an outcomes cycle within the past five years.**
>
> **The Educational Design Committee or Curriculum and Instruction Council may propose inactivation of a program should any of the following apply:**
> **• The department controlling the program requests the inactivation; or**
> **• The program has not completed an outcomes cycle within the past five years.**

Rationale – While the College has conducted outcomes assessment for well over a decade, the process has been fraught with its share of difficulties and campus-wide acceptance. In the "ACCJC Feedback Report on SLO Implementation" (January 17, 2014), which evaluated the College's assessment practices based on a report submitted in October 2012, the College scored below the statewide average in 10 of 13 metrics. In light of this report and the pending 2016 accreditation visit, additional work is required if the College is to become fully proficient in this area of campus improvement.

Process – To ensure that course and programs are assessed regularly, the following shall occur:
- The Outcomes Coordinator will review all courses at Stage 5 in WebCMS between June 1-15 and forward a list of courses that have not been assessed in the last 4 years to the Curriculum Liaison, Dean of Instruction, and the Department Chairs of the assigned courses
- Departments will have until May 1 of the following year to complete the necessary outcomes assessments
- Following the completion of the assessments, the Outcomes Coordinator will provide a new list to the Curriculum Liaison before May 15
- Any course that has not been assessed by that time will be forwarded to C&I for inactivation, in alignment with AP 4020

Additionally, to ensure that outcomes for new courses are properly captured in TracDat, when new courses are submitted into WebCMS, an "SLO attachment" should be included that lists the name of the new course and the SLOs for that course.

ACCJC Feedback Report and Actions

In October 2012, Mt. San Antonio College submitted its College Status Report on SLO implementation to the Accrediting Commission for Community and Junior Colleges (ACCJC), which is a requirement for accreditation. In January 2014, we received our Feedback Report from the ACCJC on our progress. The following information will highlight our progress, what has been competed since the report was submitted, as well as the initiatives planned to bring us to the proficiency level. While proficiency is the current target, the College plans to achieve the sustainability level by 2016.

The Feedback Report evaluated both the quantitative and qualitative evidence that was submitted by the College and responded using a scoring rubric with a scale of 5 (exceeds) to 1 (does not meet). "A score was assigned based upon the degree to which the college report demonstrated implementation of the proficiency statements" (ACCJC; June 7, 2013; p. 1).

Chart 1

ACCJC SLO Feedback Report:
Courses, Programs, Student Learning, & Institutional Learning Outcomes

	1.1. Courses	1. 2 Programs	1.3 Student Learning and Support Activities	1.4 Institutional Learning Outcomes
Average Score	3.66	3.49	4.14	4.07
Mt. SAC Score	4.00	2.00	4.00	2.00
Gap	0.34	-1.49	-0.14	-2.07

Chart 2

ACCJC SLO Feedback Report: Narrative Responses

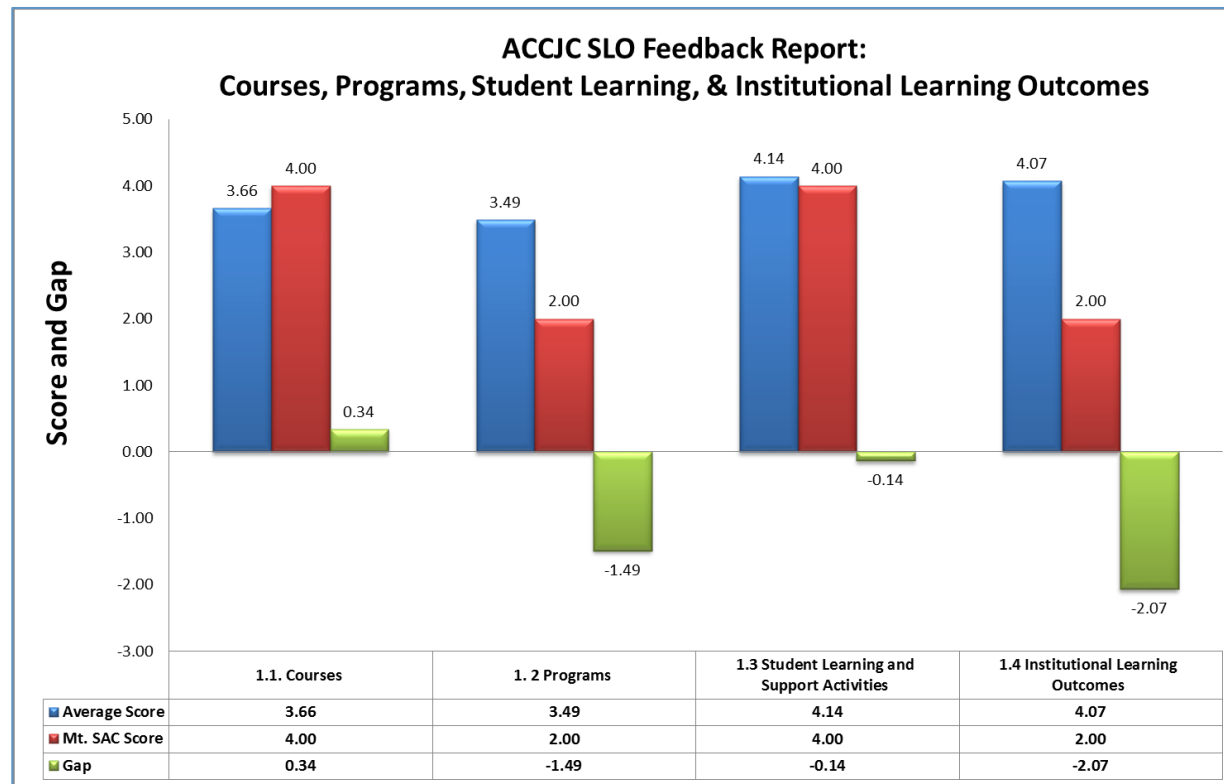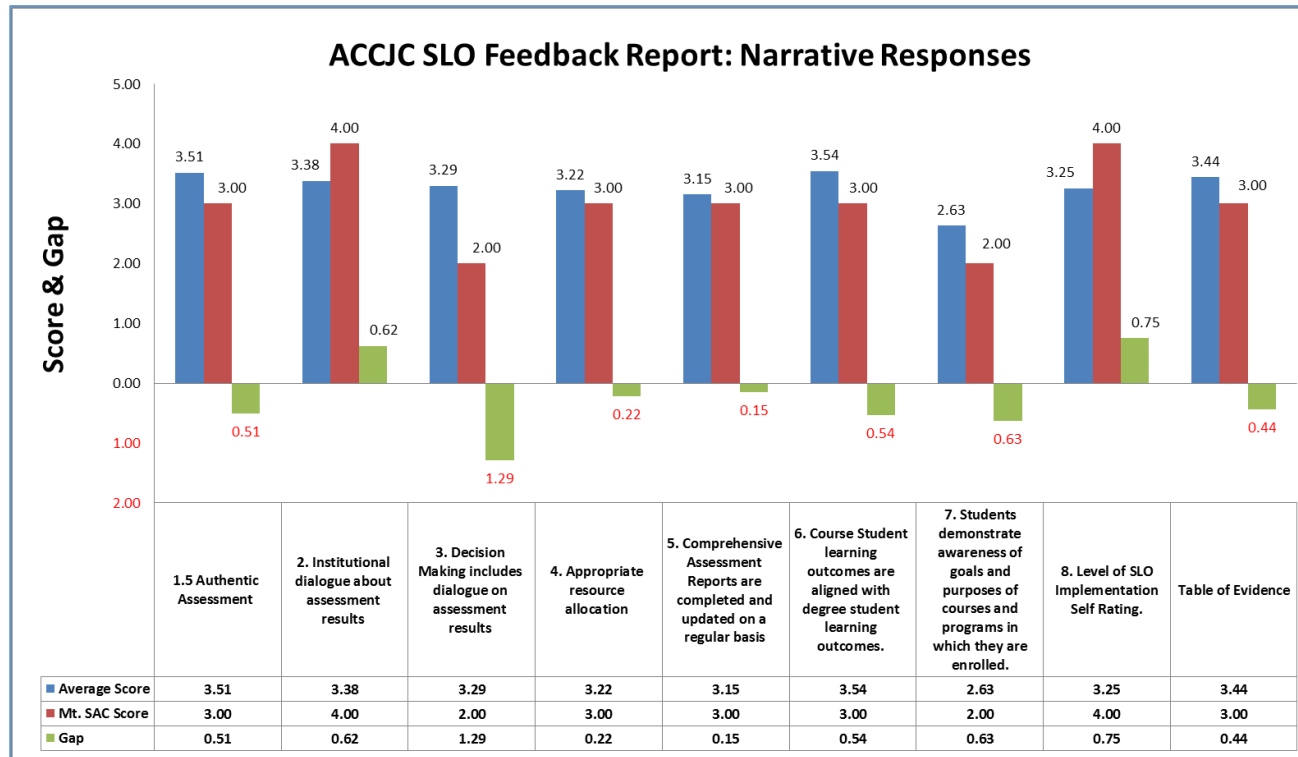|	1.5 Authentic Assessment	2. Institutional dialogue about assessment results	3. Decision Making includes dialogue on assessment results	4. Appropriate resource allocation	5. Comprehensive Assessment Reports are completed and updated on a regular basis	6. Course Student learning outcomes are aligned with degree student learning outcomes.	7. Students demonstrate awareness of goals and purposes of courses and programs in which they are enrolled.	8. Level of SLO Implementation Self Rating.	Table of Evidence
Average Score	3.51	3.38	3.29	3.22	3.15	3.54	2.63	3.25	3.44
Mt. SAC Score	3.00	4.00	2.00	3.00	3.00	3.00	2.00	4.00	3.00
Gap	0.51	0.62	1.29	0.22	0.15	0.54	0.63	0.75	0.44

Actions taken since October 2012 and those that are planned for the near future.

	Area	Action taken since report	Planned actions	Continued progress
1.1	Courses			X
1.2	Programs	Since the SLO Proficiency Report submission in October 2012, we have made about 14% improvement (75.34% 2012 SLO Proficiency Report to 89.67% in February 2014)	Create a process for ensuring that programs are assessed at least once every four years, similar to our course assessment process	
1.3	Student Learning and Support Activities			X
1.4	Institutional Learning Outcomes	Hosted a campus-wide GE-Reimagined event to improve process event (Report)	Pass a new outcomes plan to include a revamp of institution learning outcomes through a competency-based approach	
1.5	Institutional Dialogue	Instituted qualitative review of courses (Report)		

2	Institutional Dialogue about Results			X
3	Decision making includes Results	Further clarified SLO section of program review (PIE) to bolster outcomes data and its incorporation in decision making		
4	Appropriate Resource Allocation	Expansion of SLO conversations that include adjunct faculty in the creation and assessment of outcomes and their use for improving teaching and learning		
5	Comprehensive Assessment Reports			X
6	Course Student Learning			X
6.1	Student Awareness	Improved website to make information more accessible and useable for students (slo.mtsac.edu)	Work with Associated Students to create awards event to recognize outstanding student work attached to SLOs, "Showcase of Excellence"	
7	Level of SLO Implementation			X
8	Table of Evidence			X