In 2010, Chaffey College reached an important milestone in the implementation of Student Learning Outcomes, the completion of over 3000 SLOs, for every course taught in the district. Now that this “heavy lifting” has passed, the next tasks that faculty and staff will have to address will be the development of a Chronological Assessment Plan to begin the assessment of their SLOs. An assessment plan is a tool used by programs to plan and track the assessment of their course and program level SLOs over an extended period time.

The “heavy lifting” in establishing SLOs is now complete. Now begins the phase of implementation and management of all this hard work. In an effort to track and manage course SLOs, Chronological Assessment Plan needs to be established. Chronological Assessment Plans are important for two reasons. First, the creation of a Chronological Assessment Plan will greatly assist programs with the completion of their Program and Services Review which now asks programs to outline when and how assessments are taking place. Secondly, with the 2012 WASC SLO Proficiency deadline only a year away, programs need to starting assessing and show that they have a plan in place to do it. The Chronological Assessment Plan will serve as evidence of achieving the status of “proficiency” on ACCJC’s rubric for Student Learning Outcomes.

A good multi-year assessment plan will clearly state what assessment evidence will be collected, when and how often will it be done, who will assess and reflect on the results, how results, implications, and related changes will be documented, and most importantly, how the results will be used for improvement and decision making. An assessment plan must be collaboratively created with input and the discussion of the entire department including adjunct faculty. Making assessment systemic and manageable should be a top priority.

At the January Flex workshop nationally recognized SLO expert Dr. Mary Allen recommended that program assessment plans show assessment as “ongoing rather than periodic” and that the assessment planning should “Focus on what is important.” Programs should adopt a mindset of doing a few quality assessments rather than many low quality ones.
There are several things to consider when developing a Chronological Assessment Plan. Programs should:

- Align assessment to the Program Review Process
- Look at when courses are offered and schedule assessment accordingly
- Try to link course assessments to curriculum updates and the curriculum modification cycle (6 years)
- Look at course relationships when developing the plan
  - Prerequisites
  - Co-requisites
  - Linked classes such as lecture and practicum courses
  - Course sequences
- Align assessments with evaluations from outside accrediting agencies
- Align assessments with funding opportunities such as VETA

To assist Chaffey College programs with the assessment planning process, the Outcomes and Assessment Committee has developed a tool to help programs create a three to five year assessment plan. The Chronological Assessment Planning Template allows programs to develop a three to five year assessment plan. Programs are able to select specific courses, specific outcomes statements and the type of assessment tool they will be using. Blank templates are available at the Chaffey College SLO website under resources/tools at www.chaffey.edu/slo/tools. However, customize template requests may be made to the SLO Co-Coordinators Marie Boyd and Tom Vitzelio. These customized templates will include drop down menus of all the courses in your program and over a dozen assessment tools for the assessments. Programs then copy and paste SLOs from the Learning Outcomes page on Curricunet into the assessment plan template which is an excel spreadsheet.

In addition to the template, the Outcomes and Assessment Committee will be offering several workshops in the Faculty Success Center this semester to assist with the development of assessment plans. If you have further questions or need any other assistance in developing an assessment plan please feel free to contact your school SLO Facilitator or the SLO Co-Coordinators.
SLO Faculty Success Center Workshops for February

Reflective Dialog and Closing the Loop

Assessing student learning only makes sense if the program uses the assessment results. Otherwise, assessment is an empty exercise. Workshop participants will discuss how programs can or should use results to improve student learning and program effectiveness. The workshop facilitators will give tips and hints on designing program assessments so results are easier to use.

Who should attend: Faculty & Staff
Format: Interactive Workshop
Date/time/location: February 9, 12:30-2:00 Room ATL 109
Presented by: Marie Boyd and Tom Vitzelio

A User-Friendly Approach to Streamlining the Collection and Analysis of SLO Evidence

When it comes to collecting and analyzing evidence of student learning, the Business Department at Chaffey College has developed a unique assessment management tool. This workshop will introduce you to the approach taken by the Business Department to evidence collection and analysis used in their program assessment. Users of this tool easily combine grading of performance – type assignments (presentations, group projects, papers) with the assessment of a course level SLO.

Who should attend: Faculty & Staff
Format: Interactive Workshop
Date/time/location: February 17, 12:30-2:00 Room ATL 109
Date/time/location: February 24, 12:30-2:00 Room ATL 109
Presented by: Dave Karp and Tom Vitzelio

Creating a Multi-Year Assessment Plan & Using Assessment Templates

Have you been asked to create your program’s assessment plan or been appointed the assessment coordinator for your program? This workshop will introduce you to two planning tools available to help you create a meaningful, actionable, and sustainable assessment plan.

Who should attend: Faculty & Staff
Format: Interactive Workshop
Date/time/location: February 22, 12:30-2:00, Room ATL 109
Date/time/location: February 28, 12:30-2:00, Room ATL 109
Presented by: Marie Boyd and Tom Vitzelio

To RSVP for any of the workshops please contact the Faculty Success Center at 909-652-6974 or email them at Facultysuccesscenter@chaffey.edu
SLO Down Contact Information

- Association of American Colleges and Universities Assessment Resources

- Association of American Colleges and Universities Value Project
  - http://www.aacu.org/value/

Marie Boyd, SLO Co-Coordinator
Phone: 909.652.6968
E-mail: marie.boyd@chaffey.edu

Tom Vitzelio, SLO Co-Coordinator
Phone: 909.652.8152
E-mail: tom.vitzelio@chaffey.edu

Interested in assisting with the S.L.O. Down? Contact either Marie Boyd or Tom Vitzelio.

The Chaffey College SLO Committee

SLO Committee Members for 2010-2011

Co-Chairs
Marie Boyd, Curriculum Chair
Tom Vitzelio, Instructional Specialist Success Centers

Committee Members
Mamta Agarwal, Chemistry
William Araiza, Library
Graiciela Arriaga, EOPS
Sid Burks, Dean of Business and Applied Technology
Misty Burrell, Art
Merrill Deming, Dean of Math and Sciences
Shelley Eckvahl, Nursing
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Sherrie Guerrero, Vice President of Instruction
Annette Henry, Physical Education
Laura Hope, Dean of Instructional Support

Support Staff
Monica Han, Instructional Support
Giovanni Sosa, Institutional Research

Committee Members
Sonia Juarez, Student Activities
Dave Karp, Business
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Gail Keith-Gibson, Psychology
Christine Lively, Modern Languages ASL
Bruce Osburn, Automotive Technology
Carli Straight, Institutional Research
Victoria Tirado, Spanish
Lori Waite, Dean of Counseling