Dr. Shannon puts College on Notice for Lack of Progress on SLO Proficiency

In an email to all Chaffey College administrators, faculty and staff, Superintendent/President Dr. Henry Shannon proclaimed his concerns with the college’s overall lack of progress on achieving proficiency in SLOs by the ACCJC 2012 deadline. Dr. Shannon’s email was in response to a report from the Outcomes and Assessment Committee stating that only 26% (5 out of 19) of the instructional programs that completed Program and Services Review (PSR) were at the proficiency level for SLO implementation and that a majority of the other 14 programs were at the “awareness level” with little or no evidence showing significant work on SLOs. The five instructional areas that achieved proficiency for their SLO in this year’s PSR were Astronomy, Automotive Technology, CISCO, Psychology and Theater. Other instructional programs who were not in this year’s PSR cycle but who have achieved “proficiency” for their SLO work are Biology, Communication Studies, Dance, Economics, Vocational Nursing and Sociology. In addition to addressing instructional programs, Dr. Shannon stated that administrative and student services units such as Student Activities, Admissions and Business Services would have to, “demonstrate documented progress on their visionary improvement plans.”

So Where Should Your Program Be Right Now?

- Have a complete set of 3-5 course-level SLOs for all active courses. If you are not using the course, think about deactivating it.

- Have a complete set of 1-3 program SLOs. While we do not conduct formal assessment at the program level, we do complete program review every three years. Remember – the course-level SLOs need to conceptually feed-up to the program level SLOs, which conceptually feed up to the Institutional SLOs or Core Competencies.

- Have completed the three planning and alignment documents. These documents are the Chronological Assessment Plan (CAP), Curriculum Map and the Core Competency Matrix. The purpose of the CAP is to show that the SLO assessment in your program is ongoing and systematic. The purpose of the Curriculum Map is to show how courses in your program support your program level SLOs and how they articulate and complement each other. The Core Competency Matrix illustrates the link between your program SLOs and the Chaffey College Core Competencies.

- Complete Box 4 (Summary of Evidence) on your course SLO pages in Curricunet. If you have assessed, please get your data into Curricunet. Remember, there is now an attachment feature if you would like to attach spreadsheets or word documents containing assessment evidence. How long should you hold on to your assessment data? We have not received directions from ACCJC regarding that. A six year cycle should be conservatively safe. Remember – not all sections need to be assessed. The rule of thumb is a 30% sample size. If your Box 4 is not filled in, your course will not show up on the report generated by Curricunet to determine which courses have completed SLO activity.

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ACCJC Confirms Deadlines for SLO Proficiency and Submission of Reports

The follow is a letter sent to all California Community College Chief Executives and Accreditation Liaisons from ACCJC president Dr. Barbara Beno, confirming the deadlines for achieving the Proficiency Level with Student Learning Outcomes (SLOs) and the submission of the SLO report to ACCJC. Dr. Beno’s letter should remind all Chaffey College administrators, faculty and staff that time is running out and the “I don't have time,” or “I will get to SLOs later” will no longer work or be accepted. We have had almost 7 years to achieve proficiency and a misstep this late in the game, accompanied by a lackluster accreditation follow up could very easily mean a WARNING or PROBATION sanction from ACCJC.

February 24, 2012

MEMO TO: Chief Executive Officers and Accreditation Liaison Officers

From: Barbara Beno, PH.D.

Subject: 2012-2013 Reporting for the Proficiency Level of Student Learning Outcomes

With the 2012-2013 academic year approaching, the Commission wanted to let you know about the reporting of student learning outcomes that will be required in that year. As you know, student learning outcomes assessment, program review, and integrated planning are identified in the Accreditation Standards as hallmarks of institutional effectiveness. The Rubric for Evaluating Institutional Effectiveness describes levels of implementation and characteristics in each of these three areas. Colleges are expected to be at the Sustainable Continuous Quality Improvement level in the areas of program review and planning. Beginning in fall 2012, colleges are expected to be at the Proficiency level with Student Learning Outcomes (SLOs).

In order to validate their implementation level in student learning outcomes assessment, colleges will be asked to submit a report to the Commission. The format for this report will be finalized by the commission at its Commission Development Workshop, and will be distributed to the colleges by the first week in April. We will be asking some colleges to submit their reports in fall 2012, and the rest to submit their reports in spring 2013. Attached is a listing of colleges and the period in which they will submit reports on SLOs (Chaffey’s report is due in spring 2013).

A report fielding resulting from the colleges’ reports on Student Learning Outcomes will be published in a 2012 special issue of the ACCJC New.
Complete Box 5 (Use of Results) on your course SLO pages in Curricunet. If you click on that blue question mark below Box 5, you will see a long list of ideas to help you describe how you closed your loop.

And finally, some tips to help you and your program make the final push toward SLO proficiency in 2012:

- Remember: SLOs are not going away anytime soon
- SLOs are cyclical in nature – you are never “done”
- Make SLO assessment manageable and something you can live with semester to semester.
- All Student Learning Outcome Data (Assessment tools, raw data, summary of results and program discussion) should be kept and archived for a minimum of 6 years
- Consult your SLO school facilitators for assistance with your SLO development, planning and implementation. The facilitators are listed below:
  - School of Visual and Performing Arts: Misty Burruel
  - School of Math and Science: Angela Burk-Herrick
  - School of Social and Behavioral Science: Dan Kern
  - School of Business and Applied Technology: Dave Karp
  - School of Health Sciences: Shelley Eckvahl
  - School of Athletics and Physical Education: Annette Henry
- The Chaffey College SLO webpage has a variety of tools and resources to assist you with your SLOs including templates, planning tools, program specific information and SLO links. www.chaffey.edu/slo/index
- Participating in the Annual Core Competency Assessment may assist your program in assessing some of your course and program level SLOs. The Core Competency assessment normal takes place during the spring semester, and all programs are welcome to participate. This spring semester the Critical Thinking Core Competency is being assessed. Watch your email for further information. ■
SLO Down Links of Interest

Chaffey College SLO Website, SLO Tools

- http://www.chaffey.edu/slo/tools.html

SLO Down Contact Information

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

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The Chaffey College SLO Committee

SLO Committee Members for 2011-2012

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Tom Vitzelio, Instructional Specialist Success Centers

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Graciela Arriaga, EOPS
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