

ASSESSING LEARNING OUTCOMES

ADMINISTRATIVE RULE NUMBER: D013

LAST APPROVED: May 07, 2013, January 06, 2016, April 2017, May 29, 2019

RELATED TO POLICY SERIES NUMBER: 400

PURPOSE

The purpose of all review and assessment is to improve the learning experiences of students; give faculty an opportunity to carefully study specific discipline or program areas important to student learning; create written records of what is working well, what can be improved and to develop specific plans for making improvements; provide a forum for the faculty's findings to be communicated across campus to various stakeholders for the purpose of making improvements; and, address the findings of accreditation regarding assessing student learning ties to outcomes.

- A. Course Learning Outcomes are assessed by all faculty in the RFI database every time they teach a course. The results of the CLO RFI's are reviewed annually during fall in-service week. Goals will be set for course improvement each year, with particular focus on the courses that will be reviewed at Curriculum Committee that year. Course learning outcomes are reviewed, at minimum, every three years via the Curriculum Review process and changes must be focused on results from the RFI database, student feedback, and stakeholder/industry input in a continual cycle of course learning improvement.
- B. Program Learning Outcomes are assessed by all faculty in the RFI database every time they teach a course. The results of the PLO RFI's are reviewed annually during fall in-service week. Goals will be set for program improvement each year. Program Learning Outcomes are reviewed, annually via the Curriculum Review process and changes must be focused on results from the RFI database (and advisory board/industry input in CTE programs) in a continual cycle of program learning improvement.
- C. Institutional Learning Outcomes are assessed by all faculty in the RFI database every time they teach a course. The results of the ILO RFI's are reviewed annually during fall in-service week. Goals will be set for institutional learning improvement each year at the start of the Curriculum Committee cycle. Institutional learning outcomes are reviewed annually via the Curriculum Review process and changes must be focused on results from the RFI database in a continual cycle of learning improvement. ILO's are closely

ASSESSING LEARNING OUTCOMES

ADMINISTRATIVE RULE NUMBER: D013

LAST APPROVED: May 07, 2013, January 06, 2016, April 2017, May 29, 2019

RELATED TO POLICY SERIES NUMBER: 400

-
- related to General Education Outcomes and follow the mission fulfillment cycle of the institution.
- D. All Programs undergo Program Review (following the Program Review template located in the Curriculum SharePoint) every 3-5 years. This in-depth look is first presented at Curriculum Committee, then at College Council and then at the Board of Education for feedback and information sharing. During the Program Review process goals are set for the next 3-5 years and reported on annually at the curriculum committee review.
 - E. All Instructional Service areas undergo Service Area Review following the Service Area Review template located in the Curriculum SharePoint every 3-5 years. This in-depth look is first presented at Curriculum Committee, then at College Council and then at the Board of Education for feedback and information sharing. During the Service Area Review process goals are set for the next 3-5 years and reported on annually at the initial curriculum committee meeting.