

SAC SLO Assessment Process: Brief Calendar



Santa Ana College SLO Assessment Process

Objective	Due Date
<ul style="list-style-type: none"> • Identify programs, courses, degrees and certificates for assessments • Identify SLO's for assessments • Review department goals from previous year to determine resource needs based on analysis of completed SLO assessments • Submit resource allocation requests to Division Dean for prioritization 	<p>Fall semester</p> <ul style="list-style-type: none"> • SLO Assessment Forms due to Division Dean October 30 • Resource Allocation Requests due November 1 • Quadrennial Program Review report due to Division Curriculum Committee November 1 • Resource Allocation Requests due to VPAA December 30
<ul style="list-style-type: none"> • Departments meet to discuss completed SLO assessments from fall semester • Completed SLO Assessment forms due to Division office • ILO Analysis Due 	<p>Spring Semester</p> <p>January-Fall SLO Assessment Form due February-Identify courses and SLOs for assessment March 15th ILO analysis due to TLC April 30th-Program assessment Form due May-June</p>
<ul style="list-style-type: none"> • SLO assessment from spring 	<p>Summer/Flex week</p>

Course SLO/Program Assessment Schedule	
Due by	Objective
Fall	Identify Course(s) and SLO(s) for assessment
November 1	Department Goals & Resource Allocation Form due
January	Fall SLO Assessment Form due
Spring	Identify Course(s) and SLO(s) for assessment
March 15	ILO Assessment Form due
April 30	Program Assessment Form due
Summer	Spring SLO Assessment Form due

Institutional Learning Outcomes

The step-by-step process for ILO analysis is as follows:

- 1.** The dean and faculty division curriculum co-chair of each division will meet with the chairs of the departments within the division to analyze the designated annual Institutional Learning Outcome. The dean will provide the ILO Mapping Charts for each department, the General Education Plan A Categories Mapping Chart, and the list of courses offered in the GE category/categories aligned to the ILO. Each department chair will bring the most recent PA/PR capstone review and the most recent SLO and PLO analyses.
- 2.** After dialogue and analysis, the dean and faculty co-chair will fill out the ILO Assessment Report with Notes and References. Both the faculty co-chair and the dean will sign the report. The dean will send the report to the chair of the TLC by March 15th.
- 3.** The TLC will discuss the outcomes of the reports and make recommendations for measurable institutional improvement and send the report to the Academic Senate and College Council.

Cyclical Schedule: Year 1 (2014-2015)—Communication Skills

Year 2 (2015-2016)—Thinking and Reasoning

Year 3 (2016-2017)— Information Competency

Year 4—(2017-2018) Diversity, Civic Responsibility, Life Skills, Careers

Reports are due to the TLC March 15th annually. The TLC will send a report to the Academic Senate and College Council. Student Services and Administrative Services review will also be conducted.