

Action Project

Institution: San Juan College
Submitted: 2007-09-02 **Contact:** Laurie Gruel
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Timeline:

Planned project kickoff date: 08-20-2007

Target completion date: 05-31-2011

Actual completion date: --

A. Give this Action Project a short title in 10 words or fewer:

San Juan College Assessment Academy Action Plan

B. Describe this Action Project's goal in 100 words or fewer:

The goal of the action project is to develop an institutional culture around assessing and improving learning through testing and documenting effective practices in assessment.

C. Identify the single AQIP Category which the Action Project will most affect or impact:

Primary Category: Helping Students Learn

D. Describe briefly your institution's reasons for taking on this Action Project now -- why the project and its goals are high among your current priorities:

SJC leadership has identified the following frames for renewing the Strategic Plan in the 2007-08 fiscal year: (1) Resource Allocation, (2) Enrollment Growth and Management, (3) Retention of our Students, (4) Developmental Education Success and (5) Communication Systems. These priorities have emerged in light mounting concern regarding the state's and region's competitiveness in a global economy. The Retention of our Students priority will be addressed in part through the Assessment Committee, a cross-functional team charged with furthering SJC's Common Student Learning Outcomes (CSLOs) through assessing student learning outcomes and using the knowledge gained through assessment to improve pedagogy and curricula. San Juan College elected to participate in the HLC's Assessment Academy initiative in order to advance the priority of its Strategic Plan. The project the College has undertaken through the Academy aims to broaden faculty commitment to assessment at the individual course level as well as build greater expertise in using the best practices that lead to greater student learning.

E. List the organizational areas - -institutional departments, programs, divisions, or units -- most affected by or involved in this Action Project:

The organizational areas most affected by, or involved in this project include SJC's academic and student services departments as well as the Vice Presidents for Learning and Institutional Research & Planning.

F. Name and describe briefly the key organizational process(es) that you expect this Action Project to change or improve:

The key organizational process (es) this Action Project will change are creating and sustaining an ongoing assessment process to improve student learning and developing and implementing a process for reporting on, analyzing, and acting on student learning

G. Explain the rationale for the length of time planned for this Action Project (from kickoff to target completion):

SJC will follow the Academy timeline for overall completion of the Action Project. Individual project completion deadlines are outlined below:

1. Revision and mapping of CSLOs to course and program objectives - timeline for completion will be developed

by October 4, 2007. Subcommittees will work on revision of rubric criteria and defining artifacts in each school. Project to be completed by end of Spring 2008.

2. School Action Plans - to be completed by end of spring 2008 semester for implementation during the 2008-09 school year by each school. Revisions due spring 2009.

3. Reporting Plans and Modification - to be completed by end of spring 2008 semester for implementation during 2008-09 school year. Revisions due spring 2009.

4. Institutional system of communication from course, school, program and institution - to be developed during 2008-09 school year for implementation during 2009-10 school year.

H. Describe how you plan to monitor how successfully your efforts on this Action Project are progressing:

The Office of Institutional Research will assist the Assessment Committee by providing data pertinent to student progress as well as assisting with the design of data collection procedures and processes that can be used to measure changes in student learning as a result of assessment practices put into place. In addition, the Assessment Committee will work with the Center for Teaching Excellence to provide faculty and staff with professional development related to assessment, and evaluations of such opportunities by the participants will be used to determine their effectiveness and guide improvements for the future. In addition, the Assessment Committee will continue to refine and broaden its own artifact assessment process in order to guide faculty in the improvement of curricula and teaching strategies.

I. Describe the overall "outcome" measures or indicators that will tell you whether this Action Project has been a success or failure in achieving its goals:

The following accomplishments will indicate if the Action Project has been a success: •Common Student Learning Outcomes (CSLOs) are mapped to course syllabi •School action plans are developed •Reporting plans for and results of teaching modifications based on assessment efforts and evidence are developed •Artifact process has been revised and implemented •A communication process has been developed (Course, School, Program, Institution)

J. Other information (e.g., publicity, sponsor or champion, etc.):

The Assessment Committee is the champion for this action project.

K. Project Leader and contact person:

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