

Glendale Community College Action Plan: Academic Assessment

Responsible Office/Person –Vice President – Academic Affairs

Last Updated: 11/7/2005

Strategic Direction - Strategic Goal	Objective	Expected Outcome	Who/When	Planned Activities	Status ¹
Dynamic Learning Environments - Goal 5, Qualified and Diverse Workforce - Goal 4	1. Create a process to integrate all levels of assessment (course, program and College-wide).	Provide feedback, share best practices within and between levels of assessment.	College-Wide Academic Achievement Committee (CWAAC) with College Advancement Services	1.1a) Publish <u>Report to the Faculty</u> (and Executive Summary). Report will look at 4 years+ ASSIST data and Graduate Survey data. Update annually. 1.1b) Update faculty on assessment activities as part of Fall Convocation programs.	Last published September 2005. Three previous year reports on file. Included in Fall 2004 program.
Dynamic Learning Environments - Goal 5			CWAAC and Program Level Assessment Coordinator	1.2) Program Level Assessment Coordinator (PLAC) to coordinate program assessment activities and serve on/work with CWAAC.	R. Kiimmens (Dean of Instruction-Business and Technology) and Rachelle Hall (PLC) working with CWAAC.
Dynamic Learning Environments - Goal 5			CWAAC and Course Level Assessment Coordinator (CLAC)	1.3) Course Level Assessment Coordinator (CLAC) to coordinate efforts of Department liaison personnel and work with/serve on CWAAC.	Dr. A. Brandt-Williams (CLAC) serving on CWAAC.
Dynamic Learning Environments - Goal 5, Qualified and Diverse Workforce - Goal 4			PLAC	1.4) Address assessment as part of Career and Technical Faculty meetings each semester.	Implemented 2003. Assessment models reviewed at Jan. 2005 CTE Faculty meeting.
Dynamic Learning Environments - Goal 5			PLAC / CLAC	1.5) Consider including course and program synopses as part of <u>Report to the Faculty</u> (and Executive Summary).	Under review.
Dynamic Learning Environments - Goal 5			CWAAC/PLAC / CLAC	1.6) Develop Faculty Seminar series to use assessment data, share best practices. Deliver as part of Training and Employee Development offerings.	Under review.

¹ If blank, item is a new initiative or the status is on-going.

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Dynamic Learning Environments - Goal 5	2. Expand assessment cohort to insure accurate representation of College populations.	Larger cohort for 2004 assessment. Add GenEd student cohort.	CWAAC / Spring annually	2.1) Create a second cohort (Gen. Ed. cohort) to parallel existing cohort (Graduate/AA degree cohort). New cohort would include students with 30+ hours and selected prerequisite courses completed, i.e. ENG101 and 102, MAT 092 or higher, CRE101...OR EQUIVALENT asset scores, one S1/S2 lab science, 3-6 hours SB or HU courses. Identify and assess second (Core) cohort Spring 2004. Core and Graduate cohort data should be archived separately.	GenEd cohort identified. 79 GenEd students participated in Spring 2004 assessment (Apr. 6-10, 2004), in addition to 131 graduating students. Total assessed in 2004 = 210. 64 GenEd students participated in Spring 2005 assessment) Apr 5-9, 2005), in addition to 112 graduating students. Total assessed in 2005=176
Dynamic Learning Environments - Goal 5	3. Provide feedback to college administrators, faculty (residential and adjunct) and student leaders.	Engage faculty in assessing what students think, know, and do when they complete general education curriculum.	CWAAC /Fall annually	3.1a) Publish <u>Report to the Faculty</u> (and Executive Summary). Report will look at 4 years+ ASSIST data and Graduate Survey data. Update annually. 1.1b) Update faculty on assessment activities as part of Fall Convocation programs.	Last published September 2005. Three previous year reports on file. Included in Fall 2005 program.
Dynamic Learning Environments - Goal 5, Qualified and Diverse Workforce - Goal 4				3.2) Brief faculty at department meetings each Fall semester. Present data initially, discussions to follow.	Presentations to 9 Departments completed Fall 2003. Now presented at Fall Convocation program. See 1.1b above.
Dynamic Learning Environments - Goal 5, Qualified and Diverse Workforce - Goal 4			PLAC	3.3) Address as part of Career and Technical Faculty meetings each semester.	Implemented 2003. Assessment models reviewed at Jan. 2005 CTE Faculty meeting. See 1.4 above.

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Dynamic Learning Environments - Goal 5, Qualified and Diverse Workforce - Goal 4			Dean of Instruction/each semester	3.4) Integrate Assessment as a topic in Adjunct Faculty Orientation.	Implemented January 03. Part of biennial Adjunct Faculty Orientation Program. Part of adjunct faculty web site "In the Loop".
Dynamic Learning Environments - Goal 5			Director, College Advancement Services	3.5) Publish assessment information in College media.	Ongoing.
Dynamic Learning Environments - Goal 5			CWAAC/PLAC / CLAC	3.6) Develop Faculty Seminar series to use assessment data, share best practices. Deliver via TED. See 1.6 above.	Under review.
Dynamic Learning Environments - Goal 5	4. Complete assessment of at least one secondary outcome.	Assessment of Oral Communication (Speaking) 2003, and every three years thereafter.	CWAAC	4.1) Complete assessment of Oral Communication (Speaking). Publish results.	Completed. Assessment results included in Nov. 2003 <u>Report to the Faculty</u> (and Executive Summary). Repeat assessment in 2006.
Dynamic Learning Environments - Goal 5, Collaboration - Goal 2		Assessment of Information and Technology Literacy 2005, and every three years thereafter.	CWAAC	4.2) Discussions underway with CWAAC, CIS, Library and English faculty. Possible separation of Information Technology Literacy into two secondary outcomes: Technology Literacy (assess CIS 105/BPC 110 students beginning Fall 2007), and Information Literacy (integrate with SAILS Project, a five year, nation-wide pilot) in Fall 2008.	Ongoing. C. Cohen is SAILS coordinator.
Dynamic Learning Environments - Goal 5	5. Move Course and Program Assessment beyond current levels of implementation.	Students demonstrate course and program competencies.	PLAAC / CLAAC	5.1) Complete Course level assessment 3-Column models for all courses, archive with Department Assessment Liaisons.	In Progress. All departments have Assessment Coordinators and most faculty have models completed.
Dynamic Learning Environments - Goal 5				5.2) Complete columns 1-5 of 5-Column models for all programs by Dec. 2004.	Completed; update annually.

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Resources Needed - Description	Capital/Operational	Reallocate/New	FY03-04	FY 04-05	FY 05-06
Assessment costs for annual assessment (est.100 students in 2003 and 2004, 200 students in 2005 and 2006)	Operational		\$5,000	\$5,000	\$10,000
Assessment costs for Secondary Outcomes – Speaking: (1) Video tapes and 10 evaluation personnel at 10 hrs (\$200) each, (2) 2 hrs for Evaluation Coordinator (\$1,250). Conduct every three (3) years.	Operational	New	\$3,250	NA	NA
Assessment costs for Secondary Outcomes – IT Literacy – Travel funds for pilot project in FY 04-05.	Operational	New	NA	\$2,000	NA
Program Level Assessment Coordinators-2 Faculty/3 hrs each per semester	Operational	New	\$4,000	\$4,000	\$4,000
Course Level Assessment Coordinators-2 Coordinators and 18 Department Course Liaison Personnel-1.5 to 3 hrs each semester	Operational	New	\$22,500	\$15,000	\$10,000
Conduct of <i>Evening of Dialogue</i> (discontinued after poor participation in Spring 2004).	Operational	New	\$2,000	NA	NA
Institutional Researcher-Graduate Survey and ASSIST data analysis, report preparation	Operational	New	\$10,000	\$10,000	\$10,000
Printing of <i>Reports To The Faculty, SAILS Report to the Faculty</i>	Operational	New	\$1,000	\$1,000	\$1,000
Printing and administration of <i>Closing the Loop Survey</i>	Operational	New		\$2,500	\$2,500
Assessment Conference/Training Attendance	Operational		\$2,500	\$2,500	\$2,500
Annual Assessment Day (speakers...)	Operational		\$1,000	\$1,000	\$1,000

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