

# EXPLANATION: SRJC Student Learning Outcome (SLO) Assessment Report Form

Department \_\_\_\_\_ Course or Certificate/Major \_\_\_\_\_ Semester/Year \_\_\_\_\_

Participating Instructor(s)/Staff \_\_\_\_\_

Faculty submitter Email/Phone \_\_\_\_\_

1	<b>List Student Learning Outcome(s) to be assessed (add SLO number from Course Outline of Record)</b>	List the SLO(s) that you plan to assess this semester. The decision about which SLO(s) for which class should relate to the departmental plan for assessment.
2	<b>Describe (a) the assessment method and (b) the criteria for success</b>	Explain the method of assessment. It is recommended that you use <u>embedded</u> assessment: an activity, assignment, or exam that you already use to evaluate students in the course. <i>Examples:</i> Writing assignment; specific final exam questions; survey; presentation; art project. Explain how student achievement will be measured. <i>Examples:</i> Points for exam items; rubric for presentations; tabulation of survey results, etc. State the criteria for success, that is, what constitutes achievement of the SLO. <i>Examples:</i> 4 out of 6 designated exam questions correct; satisfactory or above level on a rubric. You may also include what success would look like across the class. <i>Example:</i> 75% of the students successfully achieved the SLO. <b>For Certificate/Major SLO Assessment</b> , please see <a href="http://www.santarosa.edu/slo/certificates/#assess">http://www.santarosa.edu/slo/certificates/#assess</a> .
3	<b>Summarize assessment results</b>	Explain your results and conclusions. This is a narrative; you do not need to attach raw data unless this is essential to explaining the results. However, you should present a <u>summary of data</u> in terms of percents and specific levels of achievement, as related to the criteria for success stated above. Discuss how the results relate to the criteria for success. Also include any other aspects of the assessment process and experience, including comments on the method of assessment; unexpected results; flaws in the study; anecdotal observations, etc.).
4a	<b>Response to results: Check off or describe how the assessment findings are being discussed and communicated.</b>	<input type="checkbox"/> <b>Department dialogue</b> <input type="checkbox"/> <b>Department meeting presentation</b> <input type="checkbox"/> <b>Presentation or workshop</b> <input type="checkbox"/> <b>Dialogue with colleagues who teach this course</b> <input type="checkbox"/> <b>Written report to department chair</b> <b>Other (please describe):</b> Use this area to represent how assessment results were shared within the department and, possibly, across departments.
4b	<b>Response to results: Change or no change?</b>	<input type="checkbox"/> <b>No change. Describe effective practice(s) confirmed by results:</b> <input type="checkbox"/> <b>Change. Explain changes:</b> Based on the results and conclusions, describe any changes and improvements you recommend for the course, including method of instruction, curriculum, materials, etc. You might also decide to re-assess in a different way or to change the SLO intent or statement itself. If the results indicate that the criteria for success have been met and that no changes seem to be necessary, briefly describe aspects of the course that have supported student achievement of the SLO's (example: Degree of student engagement in class activity; teaching methodology; technological support, student access to instructor, etc.)

5	<b>Describe plans for follow-up assessment.</b>	If changes will be implemented, state the timeline, planned method of assessment, and criteria for success.
6	<b>Submit form to Department Chair according to department procedures.</b>	<p><b>Date entered in to Project LEARN SharePoint site:</b> May also include name and position of person entering the report if it is not the faculty involved in the assessment itself.</p> <p><b>Details and data available through:</b> If assessment tools, raw data, and other information related to the assessment are on file with the department, please indicate where it could be accessed. (Example: Assessment details available on department shared drive, contact Admin. Asst. at...)</p> <p><b>Comments from Department Chair, Administrative Assistant, or other faculty/staff:</b> This area may be used by chair or AA for tracking or contact information.</p>