

Updating Assessment Plans

Assessment Committee, Fall 2022

Each year, the Assessment Committee ensures that all SLO assessment plans on campus are updated. As the Assessment Committee has representation for all departments, areas, and pathways on campus, each Assessment Committee member will ensure that the departments represented by them have updated their SLO assessment plans. Please follow the steps below to update SLO assessment plans.

1. Please look at the [22-23 Assessment Plan Assignments spreadsheet](#) to see which assessment plans you are assigned.
2. Then, go into the [Assessment Plans 2022-23 folder](#) to find and download the assessment plans you need.
 - a. Areas with many departments will have a folder for all of their assessment plans.
3. Get in touch with the chair(s) -and, as necessary, the dean- of your department(s) and work with them to create an updated SLO Assessment Plan that goes through 2023-24.
 - a. Please mark your spreadsheets with this code:
 - i. P = plan to assess this SLO during this year
 - ii. C = assessment was completed

Note: ACCJC requires that we work on a 6 year assessment cycle, so all SLOs for all courses should be assessed at least once every 6 years.
 - b. The updates should include:
 - i. The changes for this past year: do you need to change any Ps to C?
 1. If the department had planned to assess certain SLOs and did not do so, simply remove the P.
 2. The only years where Ps should be are in the column for 2022-23 (SLOs will be assessed this fall and/or spring) or for 2023-24 (will be assessed next year).
 - ii. Which SLOs the department plans to assess in 2023-24.
 - iii. If a course is no longer being taught, you do not need to input a plan to assess the SLOs for that course.
4. Last year's posted assessment plans for departments are available on the [SLO Assessment Plans page](#) on the [Assessment website](#).
5. Once you are finished, please either email me to let me know the Google Sheets for your area are updated, or, if you downloaded the sheets and made changes there, email me the updated files.
 - a. Your final deadline is February 3, 2022, but the sooner I get these, the better.