

Updating Assessment Plans

Assessment Committee, Spring 2026

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 [24-25 Assessment Plan Assignments spreadsheet](#) to see which assessment plans you are assigned.
2. Then, go to the [Assessment Plans page of the Assessment Committee Website](#) to find and download the assessment plans you need. If one of your plans is missing, it means I did not have an updated or recent plan for that area, so please reach out to me so we can get those updated. In the meantime, the Sharepoint folder for Assessment Plans should have our more recent updates should a search be necessary.
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 2026-27.
 - 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:
 1. The changes for this past year: do you need to change any Ps to C?
 1. To check if assessments were completed for the 2024-25 year, go to eLumen, make sure you are in your faculty role and click on "SLOs and Assessments".
 - a. You will need to check Summer 2024, Fall 2024 and Spring 2025 (see image below)

BIOLB11 - Concepts of Biology
Active from 05/17/2021

	CSLO	Start Date	End Date	SLO Performance	
				Expected	Summer 2023
<input type="checkbox"/>	1. Upon successful completion of the course, students will use critical thinking skills to apply the scientific method, specifically to the collection and analysis of data and the development and testing of hypotheses.	05/17/2021	Not specified	70 %	-
<input type="checkbox"/>	2. Upon successful completion of the course, students will be able to distinguish major groups of organisms based on cellular structure, acquisition of energy, and reproduction.	05/17/2021	Not specified	70 %	-

- b. If you see a percentage listed in the corresponding semester column (pink arrow in image above), that means data has been entered and you can enter a C in your assessment plan excel sheet for that course for that semester.
 - c. You will only be able to see classes that have been assigned to you before. You will need to ask your chair or department colleagues for that information for any other courses in your department.
2. If the department had planned to assess certain SLOs and did not do so, simply remove the P.
 3. The only years where Ps should be in the column, is for 2025-26 (SLOs will be assessed this spring), 2026-27 (will be assessed next year) and any future academic years.
 - ii. Which SLOs the department plans to assess in 2026-27.
 - iii. If a course is no longer being taught, you do not need to input a plan to assess the SLOs for that course. You can add a note about the class no longer being offered next to the course title.
 - iv. If SLO's have been updated in the last year, please update those in the spreadsheet.
 1. It is OK to have blanks on the years the new SLOs were not active.
4. Once you are finished, please email the assessment committee co-chairs with the spreadsheets and they will be reviewed and posted to the committee website by Fall 2025.
 - a. Your final deadline is our April 17th, 2026, meeting, but the sooner these are submitted, the better. I am asking for submittals by end of March and will start sending out reminders so that we can move forward with other Assessment goals.