

Tiers of Assessment

1. General Education Goals – Established Four Years Ago in 1999 – Revised Yearly
 - a. The general education goals established by the faculty as a Committee of the Whole will be evaluated according to the following timeline. In academic years with odd numbered falls and even numbered springs –Mathematics, Writing and Social Science will be evaluated. In academic years with even numbered falls and odd numbered springs –Mathematics, Science, Speech, and Humanities will be evaluated.
 - b. General Education artifacts will be collected each semester and evaluated during the summer according to the rubrics established by the faculty. The evaluation reports will be presented to the General Education Committee and the Assessment Committee at the beginning of the next academic year.

2. Individual Course Goals – Established prior to the 2002-2003 academic year – Each instructor establishes course goals for every course they teach and measures 1 or 2 of these goals each semester. The instructor submits a written report¹ to the Dean of their Division. The Dean submits a compilation² of their division to the Assessment Coordinator and the Assessment Committee. The course assessment reports will be done on a calendar year basis. Instructors will evaluate the spring semester and the next fall semester. Their report will be submitted no later than February 15 of the next calendar year. The Dean's compilation will be due no later than March 15.

(The February 2004 report will describe the course assessment efforts of the fall of 2003. Each subsequent February report will describe the course assessment efforts of a calendar year.)

(Each course taught by the instructor should be evaluated at least once over the course of two calendar years)

3. Common Department /Program Goals – These are goals/competencies that are common to every course within the Department/Program. These goals will be in place by the start of the fall 2003 semester. The instructors in the Department/Program will assess during the semester 1 or 2 of these goals. They will compile a report³ for the Division Dean. The Dean will submit a summary⁴ of these reports to the Assessment Coordinator and the Assessment Committee. The department/program assessment reports will be done on a calendar year basis. Instructors will evaluate the spring semester and the next fall semester. Their report will be submitted no later than February 15 of the next calendar year. The Dean's summary will be due no later than March 15.

(The February 2004 report will describe the Department/Program assessment effort of the fall of 2003. Each subsequent February report will describe the assessment efforts of a calendar year.)

(Each Department/Program should be evaluated at least once over the course of two calendar years)

4. Exit Program Goals/Competencies: These are goals/competencies that students are expected to achieve upon completion of a program. The assessment of these exit program goals are scheduled by the vocational department/division under which they operate.

5. Online Courses: These courses will be assessed in the same manner that parallel on-campus courses are assessed.

6. Developmental Assessment: Not presently in place.

¹ The report will indicate the results of the assessment and any change implemented because of the results of the assessment.

² The compilation will include compliance rates, success rates, and an overview of plans to increase success.

³ This report will be similar to the course report except that it will address department/program goals

⁴ This summary will be similar to the course compilation except that it will address department/program goals.

7. Vocational Placement and Transfer Rates

8. Student satisfaction surveys – at completion & one year after completion

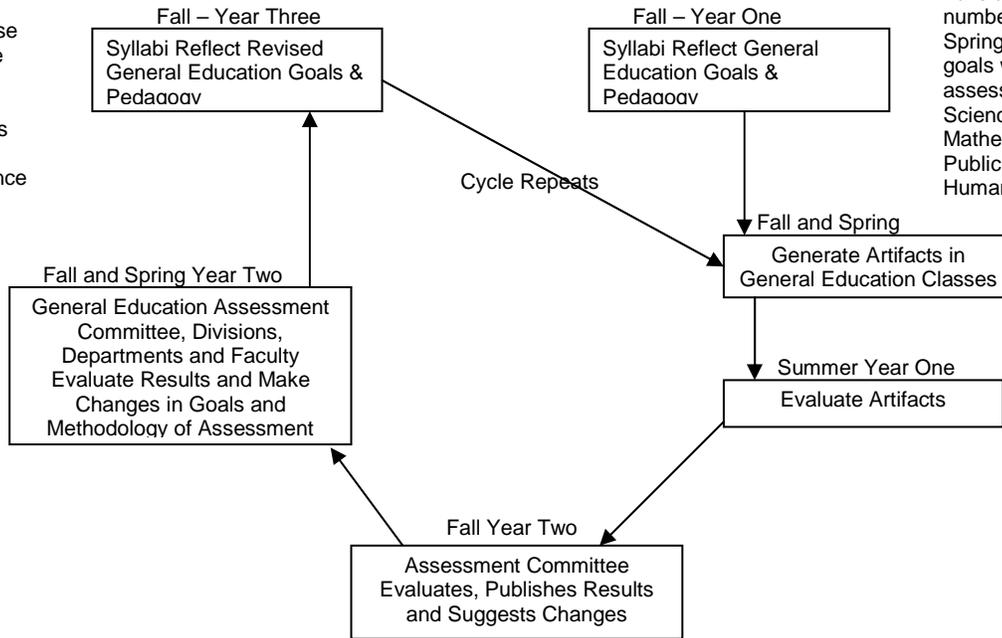
9. Employer Follow-Ups

10. Graduation rates

General Education Assessment Cycle

In years with odd numbered Falls and even numbered Springs these goals will be assessed:
 Science
 Mathematics
 Writing
 Social Science

In years with even numbered Falls and odd numbered Springs these goals will be assessed:
 Science
 Mathematics
 Public Speaking
 Humanities



Students are members of all assessment committees. Divisions, departments, faculty, and committees gather more student input through evaluations, surveys and exit interviews.

Outside consultants are hired on a yearly basis to assist the college assessment efforts. The Faculty Development Coordinator and the Assessment Coordinator also provide information and assistance

The Following Form Will Be Used to Report Individual Course Assessment Results to the Division Dean.

Instructor:	Course:	Date:
Goal Assessed:		
Rubric:		
Means of Assessment:		
Results:		
Analysis of Results:		
Recommended Action (How Can I Help Increase Student Learning):		

I. Syllabi

- A. What 5-8 or so objectives do I especially desire that the student reach during the semester?
- B. How am I going to assess whether the student achieved 1 or 2 of those objectives?

II. Report to Division Dean

- A. What did I find out from my assessment?
- B. How am I going to react to my findings?