

C-6a PROCEDURE Assessment

Institutional Learning Outcomes Assessment

SCC will designate Institutional Learning Outcomes (ILOs), which will be developed with input from faculty and student affairs staff and approved by the Administrative Team. The ILOs will be linked to instructional program learning outcomes, co-curricular learning outcomes, and may be linked to operational assessment outcomes. These outcomes will be reviewed following the College's Strategic Planning process and may be revised to maintain alignment with the College's Mission and Vision statements. The ILOs will be regularly assessed by designated college personnel. This assessment will include instructional/program assessment data, co-curricular assessment data, and institutional-level data. The results will be shared with relevant stakeholders (e.g., faculty, staff, and administrative groups) and submitted to the Administrative Team for budget and planning purposes.

General Education Assessment

General Education at Southeast Community College is organized as the SCC Core. The SCC Core consists of a set of student learning outcomes, known as General Education Learning Outcomes (GELOs), aimed at the development of knowledge and skills beyond those specific to an occupation and at academic, personal, and social growth. The courses that make up the SCC Core support these student learning outcomes. The GELOs are reviewed on a bi-annual basis by the General Education Team, which is composed of faculty who teach in the SCC Core and representatives from each instructional division.

Assessment of the GELOs is a course-embedded approach. Faculty members who teach classes in the SCC Core will collect assessment information within their classes using artifacts of current class assignments and scoring them using a standard GELO rubric developed by the General Education Team. The programs or departments that house the Core courses will determine what assignments will be used for GELO assessment and will participate in a regularly scheduled norming process to help ensure that faculty are interpreting the rubric and evaluating the assessment assignment in consistent ways. Faculty will report assessment data using Canvas Outcomes. GELO Assessment Subcommittees will be formed for each of the six GELO categories, comprised of faculty who teach classes in that GELO category. Each sub-committee will be led by one or more Gen Ed Team members. Subcommittees led by the Gen Ed Team will analyze the data gathered for each GELO outcome in their category to determine plans of action for improvement of student learning. The results will be shared with relevant stakeholders for informational, curriculum revision, and instructional improvement purposes.

Program Learning Outcomes Assessment

Southeast Community College will utilize an established program-level assessment process to evaluate and improve student learning. All credentials (degrees, diplomas, and certificates) will have learning outcomes developed and assessed by program faculty. Faculty are responsible for providing identified course-level learning outcome assessment results. Faculty will collectively document actions taken based on assessment results, as well as evaluate the effectiveness of previous years' actions taken. Program learning outcomes will be linked to the College's Institutional Learning Outcomes and General Education Learning Outcomes where relevant. SCC's faculty and administration will utilize assessment results in the development of capital equipment, expanded budget requests, and departmental Mission Action Plan goals. Assessment results from all programs will be aggregated and shared with relevant stakeholders (e.g., faculty, staff, Workforce Leadership Teams, and administrative groups) and submitted to the Administrative Team for budget and planning purposes.

Co-curricular Assessment

The College defines co-curricular learning as purposeful and assessable learning that complements (but occurs outside of) the formal curriculum, and which contributes to students' achievement of SCC's Institutional Learning Outcomes (ILOs). Co-curricular learning will be regularly assessed by staff and

faculty responsible for implementing or overseeing those programs or activities designated as co-curricular. The College has a designated Co-curricular Assessment Team which has input on developing the assessment process, reviewing the assessment, and recommending changes to co-curricular programming. Institutional Assessment and Student Affairs staff will work collaboratively to ensure a coherent process and use of results for institutional improvement.

Operational Assessment

All service and support areas of the College will develop operational assessment plans that support the College's mission and commitment to excellence in operations. Each department will develop an assessment plan with identified operational outcomes and measures. Department leaders are ultimately responsible for ensuring the evaluation of operations is developed and assessed. Assessment results are incorporated into the department's Mission Action Plan goals. Where relevant, operational assessment plans are linked to the Institutional Learning Outcomes (ILOs) and the Strategic Plan. The College will share assessment results with stakeholders (e.g., faculty, staff, and administrative groups) and the results will be used by the Administrative Team for budget and planning purposes.

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