Student Learning Outcomes Assessment Committee (SLOA) Charter

Student Learning Outcomes Assessment (SLOA): The SLOA committee fosters student success by developing and implementing an effective, comprehensive, and consistent learning outcomes assessment cycle of continuous improvement based on evidence in accordance with the Higher Learning Commission's (HLC) Teaching & Learning Criterion 3. In coordination with the Office of Instructional Support, the committee reviews and makes recommendations regarding policy and procedures related to student learning outcome assessment and program reviews. These activities include, but are not limited to: discussions of the mapping of curriculum to learning outcomes and providing feedback on assessment plans and reports. The SLOA committee coordinates and facilitates Assessment Day and other professional development activities for faculty regarding assessment.

Committee Rules of Engagement: This is a participatory Governance academic committee and will follow all procedures established by the College Council. Rules of engagement can be found on the College Council website https://www.yc.edu/v6/intranet/pages/shared-governance/index.html

Quorum: Simple majority of voting members needed to vote on recommendations

Meeting Schedule: SLOA will meet throughout the academic year and summer if needed. Faculty off assignment will be paid for their attendance.

Meetings:

- Meeting time and date determined at the beginning of each academic year. See website.
- Agendas will be distributed three days before the meeting.
- Minutes will be finalized within one week and posted on the SLOA website that is linked to the College Council website.

Member Responsibilities:

- Communicate with constituents to gain feedback on SLOA meeting minutes, activities, and any proposed changes;
- Provide consultation and support to faculty and deans surrounding assessment;
- Provide suggestions for quality improvement to assessment forms and processes;
- Review and provide feedback on assessment documents: curriculum maps, rubrics, assessment plans, and assessment reports;

- Assist in planning, coordinating, and facilitating assessment activities, such as Assessment Day;
- Participate in professional development activities to enhance knowledge of assessment;
- Actively participate in committee operations and projects by attending all meetings and tracking communication.

Faculty Chairperson Responsibilities:

- All responsibilities of a member listed above;
- Meet monthly with the Provost and VP of Workforce Development and Health Sciences
- Lead projects to support the committee;
- Distribute meeting times and agendas;
- Facilitate the monthly meetings;
- Review and distribute meeting notes in a timely manner;
- Serve on the planning committee for Assessment Day.

Committee Membership*

Voting Faculty Members

- *Chair (Faculty member)*
- *Faculty Senate Representative, (Faculty member)*
- *Division 1 Representative (1-3 Faculty members)*
- *Division 2 Representative (1-3 Faculty members)*
- *Division 3 Representative (1-3 Faculty members)*
- *Division 4 Representative (1-3 Faculty members)*
- *Division 5 Representative (1-3 Faculty members)*
- *Adjunct Faculty representative (Faculty member)*

Other Voting Members

- *Instructional Support Specialist*
- *Student Development Representative (SSS Trio, VUB, etc.)*
- *Student Representative (SGA member)*

Non-Voting Members

- Provost and VP of Workforce Development and Health Sciences
- *Student Support Representative (Library)*
- *Director of Instructional Support*
- *TLS Representative*
- *IER Representative (as needed)*

*Each Division will provide a minimum of one, but no more than three Faculty representatives. Also, the Faculty Chair, Faculty Senate Representative, and Adjunct Representative can serve in more than one role (ie one Faculty member representing both Senate and school).

Voting Members: 6-18 Faculty, 4 Staff, 1 Student

Website link: https://www.yc.edu/v6/student-learning-outcomes/

SLOA handbook access: https://www.yc.edu/v6/student-learning-outcomes/docs/assessment-plans-processes/sloa_handbook.pdf

SLOA Handbook also available on website and SLOA Canvas Shell

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