

# Outcomes Faculty Lead Annual Report

## Task Completion Overview

### Student Learning Outcomes

1. SLO Review for 180 Courses via Meta
2. SLO Data Assessment on the SLO Cloud
  - 94% of SLOs were submitted for Spring 2023
  - 95% of SLOs were submitted Summer 2023
  - 92.5% of SLOs were submitted Fall 2023
3. Worked with Curriculum Coordinator to Design Meta to Align with the Outcomes Rubric for Outcomes Assessment (SLOs & SAOs).
4. SLO Handbook Updates included anew Action Verbs/Bloom's Taxonomy chart, a revised SLO Rubric, and a chart for Methods and Criteria for Outcome Measurements

### Program Learning Outcomes

PLO Review for Associate Degrees and Certificates via Meta

- 28 Associate Degrees were reviewed with adjustments to PLOs suggested.
- 20 Certificates were reviewed with adjustments to PLOs suggested.

### Service Area Outcomes

In response to the recommendations I.B.2 and II.B.2 of the Final Accreditation Report dated February 2, 2021, an SAO writing workshop called "Designing and Drafting SAOs" was developed and facilitated by the Outcomes Faculty Lead and coordinated by the Vice-President of Student Services to assist service area personnel in writing and updating outcomes. Meetings with the Vice-President of Student Services were initiated in September 2023 and culminated in the SAO workshop on February 26, 2023. The goals of the workshop included building an ongoing relationship with departments that serve students, providing them with a voice and desire to own the outcomes they develop, as well as having at least one written outcome by the workshop completion. Fifteen departments participated in the workshop, and each completed an SAO. A secondary workshop on SAOs titled "Adjusting and Assessing SAOs for Continuous Improvement" is planned on March 18, 2024, to write a second SAO and review Meta for SAO Data Collection.

## Time Log Overview

### Record of Activities

An average of 12 hours per week (410 hours for both Fall & Spring semesters) were logged for the following activities of the Outcome's Faculty Lead:

- Completed the Tasks Previously Mentioned in the Overview.
- Collegially Conferred with Individual Faculty and Service Area Personnel Concerning Outcomes.
- Consulted with the Interim Vice President of Student Service to Plan for SAO Writing Workshop.
- Teamed with the Curriculum Coordinator in Designing Outcomes Reporting in Meta and in Finding Solutions for SLO Data Submission in the SLO Cloud.
- Collaborated with the Dean of the Academic Success & Learning Services Division, the Academic Support Service Specialist for the Tutoring Center, the Tutoring Center Instructor of Record, and the Curriculum Coordinator to Reconcile, Update, and Maintain SLO Data Submission for the Tutoring Center.
- Encouraged SLO Cloud Data Submission through Email Reminders.
- Reconciled SLO Cloud Data Submission for Courses in Spring 2023, Summer 2023, and Fall 2023.
- Notified Faculty about Outstanding SLO Cloud Data.
- Provided College Deans with Reports on Delinquent SLO Cloud Data.
- Reviewed and Suggested Adjustments to SLOs in Meta for Courses Progressing through Technical Review/Curriculum Committee.

### Committee Attendance

- Accreditation & Outcomes Committee – attended as a voting member.
- Curriculum Committee – Attended as a guest for SLOs review.
- Technical Review Committee – Attended as a guest for SLOs review.
- Program Review Committee– Attended as a guest for SLOs review.

### Professional Development & Conferences

- The 10th Annual SLO Symposium 2023: Relevant & Equitable Learning (9 Hours)
- Creating Outcomes: SBCCD Distance Ed Training (1 Hour)
- Six Steps to SLO Assessment and How They Are Impacted by AI: Friday SLO Talks (2 Hours)
- Applying & Leading Assessment in Student Affairs-2024 (22 Hours over 8 Weeks)

- Equity-Driven Learning: Crafting Noncredit Student Learning Outcomes: ASCCC Noncredit Institute. (1 Hour 15 Minutes)
- Tailored Insights in Your Inbox: An Innovative Deployment of Instructor-Level Course Completion Dashboards to Facilitate Student Success and Address Equity Gaps: ACCJC Conference 2024 (1 Hour 15 Minutes)
- Looped in Learning: Weaving Learning Outcomes Data into Decision Making: ACCJC Conference 2024 (1 Hour 15 Minutes)