

When the fields associated to this COVERSHEET SUMMARY page are completed in subsequent pages of this document, the fields on this page will populate.

**Evaluation of Program Outcomes
Learning Assessment - Student Learning Outcomes
AY 2023-2024**

Academic Discipline:

Rubric:

Cycle – Fall 2023 – Summer 2024	Measure: Marketable Skill Identified	Target (Expected Outcome): Threshold of acceptability	Marketable Skill Goal (1.b)	SLO Marketable Skills Report by Rubric <i>% Meets/Exceeds</i>	Did the discipline meet the goal?
Fall 2023		70% + Meets/Exceeds			
Spring 2024		70% + Meets/Exceeds			
Summer 2024		70% + Meets/Exceeds			

AY 23-24: GOAL (To begin FALL 2024):

Target:

AY 2023-2024 Report (Fall SAC SCORES -Reflecting on AY 2023-2024 and Planning for AY 2024-2025)

Finding/Analysis

Action Plan:

Describe Improvement/Action Plan:

Academic Year 2023-2024 - SAC Scores Report Form

Led by Coordinator/DAR (Send Completed Copy to Chair) Typed Response Required
 Resource links identified in blue (depending on your settings, resources may populate or appear in your 'Downloads' file)

Academic Discipline

Chair/Dean

Coordinator/DAR/Director

Rubric (ex. SLNG)

Rubric Offered: FALL23 SPR24 SUM24

Submitting forms:

Learning Assessment Reflection (this form)

1. Review form to ensure you have completed all sections.
 - *****IMPORTANT NOTE*****: This form MUST BE SUBMITTED AS FILLED PDF. Other formats (ex Scanned, printed, altered PDF) will be returned to be **RESUBMITTED** as fillable PDF.
2. This document **MUST** be saved with the following name format:
 - **RUBRIC-LA2_SAC Scores-Reflection AY23-24**
3. **Send this form to your Chair for review**
 - Mid-Year (Spring SAC Scores) Chair Review, no signature required. Program Coordinator go to step 4.
 - Year-End (Fall SAC Scores) Chair Review AND Chair signature required. Chair go to step 4.
4. Upload the file to SAC Scores File Upload page.
 - Directions on SAC Scores web page: www.alamo.edu/sac/sac-scores
5. Ensure you select "LA 2" as the File Type

Discipline Meeting

Note the date that the entire discipline met to discuss the SAC Scores Learning Assessment deliverables findings.

Spring SAC Scores:

Fall SAC Scores:

Faculty SLO by Term Report

Ensure faculty run the SLO by Term Report and have it available during the discussion.

**Additional
 Coordinator
 Instructions**



Question below to be answered at the scheduled discipline team meeting.

What overall conclusions were made?

Spring SAC Scores: (Reviewing Fall 2023 Reports)

Fall SAC Scores: (Reviewing Spring & Summer 2024 Reports)

Course Student Learning Outcomes (CSLO) Report

GOAL: Reflect on Past and Current CSLOs to Promote Improvement

Resources: [Access your IPPE LA generated report SLO Performance By Dept., Course, CSLO Report](#)
-If Applicable: [QuickGuide for developing, editing, and/or updating Action Plans in eLumen](#)

SPRING SAC Scores - Review Fall2023

As a Discipline team: Reflect & respond in box below, using the: FALL2023--SLO Performance-Dept., Course, CSLO report.

Review, report, and update PAST CSLO Action Plans (in eLumen or Strategic Plan)

1.

- Report whether the SLO(s) improved, remained the same, or decreased.
- Did you meet your improvement target for the identified CSLO(s)?
- If you did not meet your target, what additional actions would you take to improve the CSLO(s)?

2. **Looking at the CURRENT CSLO report, did any CSLO fall below 70%?**

- Identify CSLO(s) that were below 70%. (If all are above 70%, select at least one CSLO to improve.)
- Detail what action you will take to increase achievement for the CSLO(s) identified. *Also document it in eLumen and/or Strategic Plan*

FALL SAC Scores - Review Spring2024 & Summer2024

As a Discipline team: Reflect & respond in box below, using the: SPRING2024 & SUMMER2024--SLO Performance-Dept., Course, CSLO report.

Review, report, and update PAST CSLO Action Plans (in eLumen or Strategic Plan)

1.

- Report whether the SLO improved, remained the same, or decreased.
- Did you meet your improvement target for the identified CSLO?
- If you did not meet your target, what additional actions would you take to improve this CSLO?

2. **Looking at the CURRENT CSLO report, did any CSLO fall below 70%?**

- Identify CSLO(s) that were below 70%. (If all are above 70%, select at least one CSLO to improve.)
- Detail what action you will take to increase achievement for the CSLO(s) identified.

Evaluation of Program Outcomes: Marketable Skills (ISLOs)

Coordinators: Discipline Meeting Preparation

Access and have available the following report(s)/document(s) by clicking on the links:

- LA2 AY 22-23 Reflection Form (Fall SAC Scores Form) Note: You can locate your submission on the SAC Scores file submission page.
- [SLO Marketable Skills Report by Rubric](#) Note: After opening the Excel documents, you will need to find your Rubric Tab at the bottom.

Discipline Meeting TASKS

Use *SLO Marketable Skills by Rubric Report* & the last AY (22-23) LA2 Reflection Form:

1. Reviewing the *LA2 Reflection Form* (pg. 7):
 - a. What was the identified Marketable Skill? (ex. *Leadership*)

 - b. What was the identified Marketable Skill goal? (ex. *From 87% to 90%*)

Reviewing the *SLO Marketable Skills Report by Rubric*:

Using Table 1 below: **Column B**

- c. For Fall2023: Enter % information (calculate exact total of exceeds and meets columns) into the column field in Table 1 for “SLO Marketable Skills Report by Rubric” for the Marketable Skill identified above in **1.a.**

Column B

Cycle – Fall 2023 – Summer 2024	Measure: Marketable Skill Identified	Target (Expected Outcome): Threshold of acceptability	Marketable Skill Goal (1.b)	SLO Marketable Skills Report by Rubric % Meets/Exceeds	Are you on track to meet your Marketable Skill goal for this Academic Year at the cycle <u>Mid-Year</u> ?
Fall 2023		70% + Meets/Exceeds			

Review *Program Outcomes Report (Marketable Skills by Degree Program)*:
[Marketable Skill Program Outcomes Report](#)

2. Reflection (No action required)

Review Program(s) your Rubric Aligns to in the *Marketable Skill Program Outcomes Report* (different from the *Marketable Skills Report by* (CORE, AA, AS, AAT: 7-12, AAT: EC-6, 4-8, EC-12) (**Note:** Some Rubrics link to 2 degrees. For example: SPCH—AA and Core).

CHAIR (Dean if no Chair): Completion - Review of AY 23-24 MID-YEAR - LA 2 Reflection Form:

Review the form MID-YEAR fields to ensure it has been completed in its entirety. Enter feedback below:

Discuss the contents with the discipline and share feedback and/or kudos.

Return to discipline coordinator with notes if corrections are needed.

Evaluation of Program Outcomes: Marketable Skills (ISLOs)

GOAL: Reflect on Past and Current Marketable Skill Alignment to Promote Improvement

Coordinators: Discipline Meeting Preparation

Access and have available the following report(s) by clicking on the links:

- [SLO Marketable Skills Report by Rubric](#) *Note: After opening the Excel documents, you will need to find your Rubric Tab at the bottom.*

Discipline Meeting TASKS

From the *SLO Marketable Skills by Rubric Report & the AY (22-23) LA2 Reflection Form*:

- a. Marketable Skill identified
- b. Marketable Skill GOAL identified

Reviewing the *SLO Marketable Skills Report by Rubric*:

Using Table 1 below: **Column B**

- c. For each cycle period (Summer2024/Spring2024/Fall2023): Enter % information (calculate exact total of exceeds and meets columns) into the column field in Table 1 for "SLO Marketable Skills Report by Rubric" for the Marketable Skill identified above in 1.a.

Column B

Cycle – Fall 2023 – Summer 2024	Measure: Marketable Skill Identified	Target (Expected Outcome): Threshold of acceptability	Marketable Skill Goal (1.b)	SLO Marketable Skills Report by Rubric % Meets/Exceeds	Did the discipline meet the goal?
Fall 2023		70% + Meets/Exceeds			
Spring 2024		70% + Meets/Exceeds			
Summer 2024		70% + Meets/Exceeds			

Review *Program Outcomes Report (Marketable Skills by Degree Program)*:
[Marketable Skill Program Outcomes Report](#)

- 2. Reflection (No action required)

Review Program(s) your Rubric Aligns to in the *Marketable Skill Program Outcomes Report (different from the the Marketable Skills Report by (CORE, AA, AS, AAT: 7-12, AAT: EC-6, 4-8, EC-12) (Note: Some Rubrics link to 2 degrees. For example: SPCH—AA and Core).*

AY 2023-2024 Report

(Fall SAC SCORES -Reflecting on AY 2023-2024 and Planning for AY 2024-2025)

Question 1

Finding/Analysis:

Refer to the data in Table on pg. 4

Did the Rubric achieve or not achieve the intended goal?

What specifically did your review and analysis show regarding the progress made toward achieving or improving the expected outcome for the identified Marketable Skill?

Question 2

Action Plan

(Copy and paste from the AY 22-23 (Fall SAC Scores) LA2 Reflection Form, pg 7, section 'Identify Action Plan'.

OR if the Rubric's form, page 7, is BLANK or insufficient in detail, answer the following questions:

(Refer to the data in Table 1 on page 4)

*What specifically did the review and analysis show regarding the **identified Measure (Marketable Skill)** that will require extra attention, i.e., what opportunities for improvement (OFIs) were identified, **and** how might the discipline best address them? What specific actions did the discipline take to advance the progress on attaining the most recently set GOAL for the identified Marketable Skill?*

Question 3

Describe UPDATED Improvement/Action Plan *(Refer to the data in Table 1 on page 4):*

Are there any additional actions needed to accomplish the previously set goal?

COMPLETE ONLY: FALL SAC Scores-ALL disciplines**AY 24-25 IMPROVEMENT GOAL****Program Outcomes Continuous Improvement****Identify Marketable Skill for Continuous Improvement**

From the drop-down box below, select the below Marketable Skill, identified by the College, to track improvement efforts in this AY cycle.

Note: If your program/discipline does NOT map to the College identified Marketable Skills identified for this cycle year, review your Marketable Skills outcomes report and select your lowest performing Marketable Skill

College Cycle Identified Marketable Skill:

Communication**Identify Goal:**

Review your Marketable Skills by Rubric report for the Marketable Skill selected above.

List Current combined total of %Exceeds and %Meets for most recent semester:

Determine new AY Achievement goal. Enter it in the box :

Note:

- If Marketable Skill is below 70%, goal needs to be at least 70%
- If Marketable Skill is above 70%, goal is to increase 2%

Identify Action Plan:

What action plans will you put in place to achieve this improvement goal?

CHAIR (Dean if no Chair): Completion - Review of AY 23-24 YEAR END - LA 2 Reflection Form:

Review the form to ensure it has been completed in its entirety. Enter feedback below:

Discuss the contents with the discipline and share feedback and/or kudos.

If there are corrections needed, send it to the Coord/DAR/Dir. before signing:

When all corrections are complete and the form is FINAL, enter your electronic signature:

Department Chair/Dean Form Approval

*Save and Upload this form to SAC Scores File Upload page. Directions on SAC Scores web page: www.alamo.edu/sac/sac-scores
Ensure you select "LA 2" as the File Type*