

## 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 & 4). In coordination with the Assessment and Program Review Manager and 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, providing feedback on assessment plans and reports, and developing technical rubrics for program review. 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.

Commented [SW1]: From our SLOA Committee Overview discussion last year.

#### Faculty Chairperson Responsibilities:

- All responsibilities of a member listed above;
- Meet monthly with the VP of Academic Affairs or Designee;
- 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\*

- *Co-Chair (Faculty member)*
- *Faculty Senate Representative, (Faculty member)*
- *BUCS Representative (1-3 Faculty members)*
- *CATE Representative (1-3 Faculty members)*
- *HEWE Representative (1-3 Faculty members)*
- *ARHU Representative (1-3 Faculty members)*
- *SCEN Representative (1-3 Faculty members)*
- *SOSC Representative (1-3 Faculty members)*
- *Adjunct Faculty representative (Faculty member)*
- *Vice President of Academic Affairs, or designee, Co- Chair (non-voting)*
- *Dean of Instructional Support*
- *Assessment and Program Review Manager*
- *Instructional Support Specialist*
- *IER Representative*
- *Student Development Representative (SSS Trio, VUB, etc.)*
- *Student Support Representative (Library)*
- *Student Representative (SGA member)*

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

6-18 Faculty, 7 Staff, 1 Student

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

**SLOA handbook access:**

**Current SLOA Handbook available on website and SLOA Canvas Shell**

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