

OUTCOMES COMMITTEE

(Academic Senate Committee – Reports to Curriculum and Instruction Council)

Purpose

The purpose of the Outcomes Committee is to provide leadership, tools, training, and support to create a campus culture where outcomes are understood and valued and where assessment functions as a resource leading to improved instruction, curricula, programs, and/or services. The committee oversees outcomes assessment at the administrative unit, course, program, and institutional levels, and reports to the Academic Senate through the Curriculum and Instruction Council.

Function

1. To monitor, facilitate, and evaluate the process of assessing measurable outcomes for courses, degrees, certificates, and services, including **the progress and development of:**
 - ~~the progress and development of~~ Institutional Level Outcomes (**ILOs**), Program Level Outcomes (**PLOs**), Student Learning Outcomes (**SLOs**), and Administrative Unit Objectives (**AUOs**);
 - ~~the Means of Assessment and Criteria for Success;~~
 - ~~the Summary of Data~~ collected from assessment efforts; and
 - ~~the Use of Results~~ for improvement.
2. To **monitor, facilitate, and evaluate** the use of a mapping process for **ILOs, PLOs, SLOs, and AUOs** institutional level outcomes, program level outcomes, student learning outcomes, and administrative unit objectives for courses, degrees, certificates, and direct and indirect support services.
3. To recommend to the Academic Senate **process** improvements **to the Academic Senate** to the process by evaluating the procedures and work completed by the College.
4. To publicize improvements and progress made by departments, divisions, and teams.
5. ~~To facilitate the development of outcome statements and assessment plans.~~
6. To coordinate and facilitate campus professional development opportunities, as needed, to achieve the Committee's purpose and function.
7. To maintain currency of the College websites on outcomes assessment.

Membership (15)

	<u>Position Represented</u>	<u>Name</u>	<u>Term</u>
1.	Outcomes Coordinator (Co-Chair)	Emily Woolery	ongoing 2016-19
2.	Associate Dean, Arts (Co-Chair)	Mark Lowentrout	ongoing
3.	Educational Research Assessment Analyst	Annel Medina Tagarao	ongoing
4.	Management (one appointed by the Vice President, Instruction and one by the Vice President, Student Services)	Fawaz Al-Malood	ongoing
5.		James Ocampo	ongoing
6.	At-large Faculty (appointed by the Academic Senate, representing diverse divisions; one must be from Continuing Education)	Arts Karen Marston	2015-18
7.		Business Christina Cammayo	2017-20 2014-17
8.		Continuing Ed Mary Ann Gomez-Angel	2015-18

9.		Humanities	Doug Mullane	2015-18
10.		Kinesiology	Clark Maloney	2015-18
11.		LLR	Lori Walker	2016-19
12.		Natural Sciences	Parisa Mahjoor	2016-19
13.		Student Services	Jason Hayward Eddie Lee	2017-20 2014-17
14.		Tech & Health	Jonathan Hymer	2015-18
15.	Student (appointed by the Associated Students)		Vacant	2016-17

2017-18 Committee Goals		Link to College Goal #
GOAL #1:	Committee website up-to-date	6, 11, 15
GOAL #2:		
GOAL #3:		

Membership Meeting Times:

COMMITTEE TYPE	CHAIR	MEETING SCHEDULE	LOCATION	TIME
Academic Senate Operational	Mark Lowentrou and Emily Woolery	1 st and 3 rd Tuesday of the month	4-2460 (Fall 2017) 12-1220	2:45-4:15 p.m.

Person Responsible to Maintain Committee Website: Mark Lowentrou and Emily Woolery
mlowentrou@mtsac.edu or ewoolery@mtsac.edu X5201 or X4264

College Website Link and Last Time Website Was Updated:
<http://www.mtsac.edu/governance/committees/outcomes/index.html>
 Last updated: **September 15, 2017** ~~September 20, 2016~~



MT. SAN ANTONIO COLLEGE

DATE: June 1, 2017

TO: College Committees and Selected College Programs

FROM: Bill Scroggins, Ph.D., President/CEO

SUBJECT: **PLANNING FOR 2017-18 (NEW PROCEDURES)**

The President’s Advisory Council (PAC) seeks to maintain a systematic mechanism for documenting and reviewing the important work taking place at committee and program levels. We want to reflect this work in our reporting of institutional effectiveness. As a result, we are asking that each committee use the college-wide goals and complete the following:

- Purpose and Function Statement and Committee Goals. Your committee’s 2016-17 PAC-approved Purpose and Function Statement is attached to this email. Please make changes directly to this file using strikethrough for deletions and bold and underlined for additions. The purpose, function, and membership of a council/committee cannot be changed without approval by the President’s Advisory Council. If your council/committee believes that changes are warranted, they need to be recommended during this annual review process. As a reminder, if you need to change your purpose and function statements, or add/delete members to your committee, Senate committees must have Senate approval before the request is made through the President’s Advisory Council.

New to the Purpose and Function Statement this cycle is an area to set your committee goals for the year. We are encouraging your group to be thoughtful with its goals. You will note the first goal has been completed for you. To comply with Accreditation Standards, your College committee website needs to be maintained and kept up-to-date. The College continues to use its goals and College mission to drive it’s planning. The attached goals have been reviewed and approved by the Institutional Effectiveness Committee (IEC), PAC, and the College President.

- Committee Goals and Progress Report. Use the attached template to *document your committee’s accomplishments* of the goals that were set above.

Once you have completed these tasks, please communicate them electronically to PAC [send to Brigitte Hebert (bhebert3@mtsac.edu) and the manager responsible for the program or respective council] using the attached templates. Please see the due dates below.

Form	Due Date
Purpose and Function Statement Review and Committee Goals	October 1
Committee Goals and Progress Report – Columns 1, 2, and 3 (report on Goals listed on your Purpose and Function Statement)	June 1

Strategic Plan Goals

1. The College will prepare students for success through the development and support of exemplary programs and services.
2. The College will improve career/vocational training opportunities to help students maintain professional currency and achieve individual goals.
3. The College will utilize student learning outcome and placement assessment data to guide planning, curriculum design, pedagogy, and/or decision-making at the department/unit and institutional levels.
4. The College will increase access for students by strengthening recruitment opportunities for full participation in college programs and services.
5. Student entering credit programs of study will be ready for college level academic achievement.
6. The College will ensure that curricular, articulation, and counseling efforts are aligned to maximize students' successful university transfer.
7. The College will secure funding that supports exemplary programs and services.
8. The College will utilize technology to improve operational efficiency and effectiveness and maintain state-of-the-art technology in instructional and support program.
9. The College will provide opportunities for increased diversity and equity for all across campus.
10. The College will encourage and support participation in professional development to strengthen programs and services.
11. The College will provide facilities and infrastructure that support exemplary programs and the health and safety of the campus community.
12. The College will utilize existing resources and improve operational processes to maximize efficiency of existing resources and to maintain necessary services and programs.
13. The College will improve the quality of its partnerships with business and industry, the community, and other educational institutions.
14. The College will improve the effectiveness and consistency of dialogue between and among departments, committees, teams, and employee groups across the campus.



Committee Goals and Progress Report 2017-18

Committee name: Outcomes Committee

Name of person completing the report: Emily Woolery

Instructions: By June 1, 2018: Columns 1 and 2 can be transferred from the Goals submitted on your committee's purpose and function statement. Please enter your committee's outcomes and accomplishments in column 3 and submit electronically to bhebert3@mtsac.edu (on behalf of the President's Advisory Council).

(EXPAND AS NECESSARY)

Committee Goal	Link to College Goal #	Completed Outcomes/Accomplishments (descriptive bullet list)
GOAL # 1: Committee website up-to-date	8, 11, 14	
GOAL # 2: Professional development opportunities offered	10	
GOAL # 3: Improvements and progress of departments, divisions, and teams publicized	3	
GOAL # 4: Improvements of campus wide process recommended to Academic Senate	3	
GOAL # 5: Use of mapping process facilitated	3	
GOAL # 6: Process of outcomes assessment monitored, facilitated, and evaluated	3	