



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. (2016)

Funding Request for Adjunct Involvement in Departmental Outcomes Activities

Name: _____ Department/Division: _____

Email: _____ Campus Phone: _____

Meeting date: _____ Meeting duration in hours¹: _____

Number of adjunct faculty estimated to attend: _____

What will you discuss at this meeting?

1) List services, courses, or programs to be discussed at this meeting.

2) What component of the outcomes assessment process will you discuss? Check all that apply.

- Outcomes statements
- Means of assessment / criteria for success
- Summary of data
- Use of results
- Alignment of outcomes

3) What do you expect to accomplish as a result of this meeting? Provide some detail below.

Save this form and submit it as an attachment via email to outcomes@mtsac.edu.

- Once received, requests are reviewed by (1) the Outcomes Committee and (2) the Vice President of Instruction. Requests may be returned for additional information.
- Once approved, departments will be notified and time sheets will be given. Payment is made according to the non-teaching rate. For more information, see the Faculty Agreement, Appendix C, *Non-Teaching Faculty Assignments and Non-Teaching Grant Project Specialists*.

¹ Note: There is a 2-hour maximum funding.