



To: David Hubert  
From: Clifton Sanders  
CC: Jeff Aird

Date: June 27, 2022

**Re: Response to Strategy # 10: Develop and Implement Program-Level Learning Outcomes Assessment.**

## Charge for 2022-23

After reviewing this year's strategy/CWT charge (found on the [CPC SharePoint site](#)), and the recommendations from the year-end report, I have determined the charge for next year will include the following elements:

- Complete a pilot study of General Education assessment for incorporation into Learning Outcomes Assessment protocols
- Develop the stackable assessment process, piloting a specific AS/AA program and a specific AAS program. The process will be summarized in a report detailing key aspects and process milestones, challenges and recommendations for sustainable implementation
- Develop and finalize shared assessment language, with evidence that new terminology is reflected in all forms and documents.
- Over the next year, develop the faculty governance protocol for facilitating Learning Outcomes Assessment in a stackable model, with development progress reports/summaries due at the end of each academic term.

You will be asked to present updates on your progress at the College Planning Council, Senior Leadership Team, and/or Executive Cabinet. At the conclusion of the year, please prepare a final short, written report on the work accomplished. This report will be submitted to the executive sponsor and Vice President Aird by \_\_\_\_\_. This will be the final report for this iteration of this strategic planning cycle.

## Implementation Action Plan



| Proposed Action<br>(charge element)                           | Deliverable                                                                                                                                                                 | Due By (date) | Assigned to (Person)                |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------------------------|
| Pilot improvements to General Education assessment            | Clearly defined protocol document detailing key steps, Gen Ed assessment timeline and report template                                                                       | May 2023      | David Hubert (and Gen Ed committee) |
| Stackable Assessment Process                                  | Pilot study documents for one AA/AS program and one AAS program. Each document will contain process details, key process steps, data and program assessment recommendations | May 2023      | Chris Blankenship                   |
| Shared Assessment Language and Documentation                  | Glossary of shared assessment language, example forms containing language, evidence of language adoption in assessment processes                                            | December 2022 | Chris Blankenship/David Hubert      |
| Faculty Governance protocols for Learning Outcomes Assessment | Document articulating process and limitations, workflow and timelines                                                                                                       | May 2023      | David Hubert/Chris Blankenship      |