

San Antonio College
Learning Assessment Validation Committee Charter
(Effective Spring 2017)

Purpose

The purpose of the Learning Assessment Validation Committee shall be to validate the connections between the assessment instruments and the Course Student Learning Outcomes (CSLOs) and Program Student Learning Outcomes (PSLOs). Further, the Committee will make any recommendations and identify best practices by April 15 of every year.

Organization

The Learning Assessment Validation Committee shall be comprised of 17 total members to include two committee co-chairs, one representing Arts & Sciences and one representing Professional and Technical Education. The committee shall select co-chairs from within the committee who will be approved by the Dean of Performance Excellence.

Committee Membership

Membership in the committee shall be representatives of San Antonio College faculty with representation from Arts & Sciences and Professional and Technical Education.

Summary of Committee Members by Role:

- PTE Faculty (~25%)
- Arts & Sciences Faculty (~75%)

Total: 17 Members to include 2 Co-Chairs – 12-13 Members from Arts & Sciences and 4-5 members from Professional and Technical Education.

Meeting Schedule

The Learning Assessment Validation Committee will have monthly meetings or more frequently as deemed necessary to carry out its responsibilities. Members of the committee will be notified of the meeting venue.

Co-Chairs will, in consultation with other committee members, set the agenda for and preside at meetings of the committee. A designated individual of the committee will record and keep minutes of all committee meetings.

Objective

The Learning Assessment Validation Committee will review connections between assessments and SLOs to make recommendations on a random 10% of core courses every Spring term.

Duties & Responsibilities

- Validate connections from the 10% of core course sections collected by the IPPE office (10% of core course sections will be randomly selected from the Fall term).
- Develop rubric to assess valid connections to SLOs and PSLOs.
- Review documentation and provide recommendations to faculty members by April 15.
- Review faculty response to recommendations prior to the subsequent Fall semester.
- At the end of the validation process, make recommendations to the VPAS.
- Report on identified best practices to VPAS.

Our Expected Outcomes

- A process of validation is developed at San Antonio College.
- Improvements in the assessment process are addressed at San Antonio College.
- Improvement of student success at San Antonio College.

Authority of the Committee

The Committee shall have direct access to, and complete and open communication with, college administration and may obtain advice and assistance from internal legal, accounting, and other advisors. The committee also has the ability to contact discipline experts to gather more information.

Appointment of Members

The Dean of Performance Excellence will appoint members to the committee with recommendations from the Director of Learning Assessment.