

When the fields associated to this COVERSHEET SUMMARY page are completed in subsequent pages of this document, the fields on this page will populate.

**Evaluation of Program Outcomes
Learning Assessment - Student Success Learning
Outcomes Mid -Year 2020-2021**

Student Success Area:

Dean:

Department Assessment Lead:

Cycle	Measure: Marketable Skill Identified	Target (Expected Outcome) Threshold of acceptability	SSLO Marketable Skills Report by Student Success Area <i>% Meets/Exceeds</i>	SSLO Marketable Skills Report for Student Success Division <i>% Meets/Exceeds</i>
Fall 2019		70% + Meets/Exceeds		
Spring 2020		70% + Meets/Exceeds		
Fall 2020		70% + Meets/Exceeds		

GOAL (Spring 2021):

Spring 2021 Report

Finding/Analysis (Use the Fall 2019 – Fall 2020)

Action Plan (Use the Spring 2020 data):

Describe Improvement/Action Plan (Use the Fall 2020 data):

Learning Assessment Reflection Student Success

Spring 2021 - SAC Scores Report Form
Completed by Director/Lead/Assessment Champion

(Send Completed Copy to area Dean) Typed Response Required

Resource links identified in blue (depending on your settings, the report will populate or appear in your 'Downloads' file)

Student Success Area:

Dean:

Department Assessment Lead:

Does this Department Report for FALL 2020: Yes No

Student Success Area Tasks:

Please note: There are events scheduled for the SAC Scores: Assessment Day on Friday, February 26. Please review assessment tasks below and complete necessary preparation work before conducting your unit/department meeting.

1. Complete adding and scoring assessment(s) for **Fall 2020** (if applicable) in eLumen.
 - Resource: [Scoring Assessments in eLumen](#)
2. Make sure your assessments are loaded in eLumen for Spring2021 or AY 2020-2021.
 - Resource: [Loading Assessments in eLumen](#)
3. Conduct Unit/Department Meeting to review learning assessment and complete the form (Information Below).

Unit /Department Meeting: Meet with the staff in your department to discuss Learning Assessments and Student Success Learning Outcomes (SSLOs) specific to your department.

During the meeting review:

- San Antonio College [Marketable Skills](#)
- SSLOs for your department and ensure all staff understand them
- Reporting / Measurement of these SSLOs (data that will be entered into eLumen)
- Progress on improving based on the metrics that will be entered into eLumen for reporting) for improvement in Spring semester

Submitting forms:

Learning Assessment Reflection (this form)

1. Review form to ensure you have completed all sections.
 2. Save file with the following name format:
 - **DEPARTMENT_SS- Spring2021 SAC Scores - Fall2020 Outcomes Reflection**
 3. **Send a copy to your DEAN for review**
 4. Upload the file to SAC Scores File Upload page. Directions on SAC Scores web page: www.alamo.edu/sac/sac-scores
 5. Ensure you select "Learning Assessment Reflection" as the File Type
-

Student Success Learning Outcomes Report

Directors/Leads: Department Meeting Preparation

1. Have available the discipline **Spring 2020** SLO Performance by Dept., Course, CSLO Report that you ran in Fall for SAC Scores.
2. Enter your Fall 2020 scores in eLumen (if you report for the Fall)
3. Generate and print/save your **Fall 2020 SLO Performance By Dept., Course, CSLO Report** for the discipline.

Department Meeting: TASKS

1. As a department, review and analyze the Fall 2020--SLO Performance-Dept., Course, CSLO report. In addition, have the Spring 2020-- SLO Performance-Dept., Course, CSLO report available. Both reports are needed to complete the following:
 - a. Looking at the Fall 2020 report, did any CSLO fall below 70%?
 - If yes, and it is NOT an outcome that has an action plan already developed, develop an action plan. If an action plan already exists, copy and update the plan below.
 - If you do not report for the Fall, note "Not applicable, Spring reporting only" in your response in box below and go to pg 3.
 - b. An Action Plan should have been created at last SAC Scores event (Fall 2020) if a SSLO from Spring 2020 was < 70%. Now looking at the Fall 2020 report, did the same CSLO from the Spring 2020 report fall below 70%?
 - Provide details in the update below.
 - If you ONLY report for Fall, note, "Spring to Fall Comparison - Not measurable, Fall reporting only" in your response below.
 - c. Finally, looking at the Spring 2020 report, are there any SSLOs that were < 70% but now \geq 70% in the Fall 2020 report?
 - Note that this is an improvement in your success rate and identify this as an update to the Action Plan(s).
 - If you ONLY report for Fall, note, "Spring to Fall Improvement - Not measurable, Fall reporting only" in your response below.

SSLO Performance: **ALL** SSLOs 70% or above Meets/Exceeds Expectations
 NOT ALL SSLOs achieved 70% or above Meets/Exceeds expectations
 (list SSLOs below)

After the discipline analyzed the SSLO Performance Report, what conclusions were made?

- List all SSLOs that were below 70% Meets/Exceeds expectations. Include a detailed Action Plan on your plan of action to improvement the SSLO achievement
- If all SSLOs are above 70% Meets/Exceeds expectations:
 - Identify one SSLO that could be improved (example, increase from 89% to 91%).
 - Detail what action the department will take in Spring 2021 to increase achievement for the SSLO identified

Question below to be answered at the scheduled discipline team meeting

Evaluation of Program Outcomes: Marketable Skills (ISLOs)

Coordinators: Discipline Meeting Preparation

Access and have available these two reports by clicking on the links. :

- [SSLO Marketable Skills Report for Student Success **Area** Outcomes](#) *Note: After opening the Excel documents, you will need to find your Rubric Tab at the bottom. Areas that reported after the deadline for reporting do NOT appear on the report. Contact Learning Assessment if you need assistance to run your report*
- [Student Success- Marketable Skill Program **Division** Report](#)

Discipline Meeting TASKS

Use SSLO Marketable Skills Report for Student Success **AREA** Outcomes:

1. Reviewing the SSLO Marketable Skills Report for Student Success **AREA** Outcomes:
 - a. Identify which Marketable Skill had the lowest achievement percentage (total of exceeds and meets columns) in FALL2020.
 - Enter name of the identified lowest Marketable Skill in the box:
 - b. For each cycle period (Fall2020/Spring2020/Fall2019): Enter % information (calculate exact total of exceeds and meets columns) into the column field for **“SSLO Marketable Skills Report for Student Success **AREA** Outcomes”** for the Marketable Skill identified in 1.a. (Fall2020)
 - If you do not report during one of the reporting periods, enter "Not Applicable "
 - If you report during one of the reporting periods, but did not report that cycle, enter "Unavailable"

Use SSLO Marketable Skills Report for Student Success **DIVISION** Outcomes

2. Reviewing the SSLO Marketable Skills Report for Student Success **DIVISION** Outcomes (different from the the Marketable Skills Report by Area):
 - a. Find the rows and columns of the Marketable Skill you identified in 1.a (Fall2020) as the lowest from the SSLO Marketable Skills Report for Student Success **AREA** Outcomes
 - b. For each cycle period identified: Enter % information (total of exceeds and meets columns) into the column field for **“SSLO Marketable Skills Report for Student Success **DIVISION** Outcomes”**

Determine Goal:

3. After reviewing your achievement % in the chart below (whether above or below the target of 70%), determine a goal for Spring2021 and enter it into the "GOAL" blue box:
 - Example: Fall2020: Below 70% Meets, Exceeds, **Goal: 70% + Meets/Exceeds**
 - Example: Fall2020: 86% Meets/Exceeds, **Goal: 88% Meets/Exceeds**

Cycle	Measure: Marketable Skill Identified	Target (Expected Outcome) Threshold of acceptability	SSLO Marketable Skills Report for Student Success AREA Outcomes % Meets/Exceeds	SSLO Marketable Skills Report for Student Success DIVISION Outcomes % Meets/Exceeds
Fall 2019		70% + Meets/Exceeds		
Spring 2020		70% + Meets/Exceeds		
Fall 2020		70% + Meets/Exceeds		

GOAL (Spring 2021) :

Using the data in the table above, respond to the questions on the following page.

Spring 2021 Report

Question 1

Finding/Analysis (Use the Fall 2019 – Fall 2020):

What specifically did your review and analysis show regarding the progress made toward achieving or improving if above the 70% (expected outcome) for the identified Marketable Skill? Did the Rubric achieve or not achieve the intended target?

Question 2

Action Plan (Copy and paste from the Fall 2020 SAC Scores LA Reflection Form)

If the departments *Fall 2020 SAC Scores LA Reflection Form*, does not provide sufficient detail, answer the following question:

*What specifically did the review and analysis show regarding the **identified Measure (Marketable Skill)** that will require extra attention, i.e., what opportunities for improvement (OFIs) were identified, **and** how might the Rubric best address them?*

Question 3

Describe Improvement/Action Plan (Use the Fall 2020 data):

*What specific actions will the department/area now take to advance the progress on attaining the **Spring 2021 GOAL** for the identified Marketable Skill to begin in Spring 2021?*

Question 4

During the unit/department meeting, what conclusions were made regarding Marketable Skills, SSLOs, and learning assessment?