Main Task:

Identifying Certificate, Degree and/or Program (CDP) level outcomes

What: Identify a _minimum of two outcomes_ per Certificate, Degree, and/or Program (CDP) in your area.

How: Participate in the CDP activity (see separate sheet) with colleagues

Result: **Input draft outcomes on the CDP Outcomes Documentation form and submit hard copy to your division liaison or dean OR electronically to <u>outcomes@deanza.edu</u> by the end of the day.** (Deans or liaisons should submit the hard copies to the mailbox of Coleen Lee-Wheat by 5pm 9/17/10.)

NOTE: _All certificates and degrees published in the 2011-2013 college catalog must include learning outcomes. These outcome statements, along with any revisions to the certificate and degree requirements, should be finalized by department faculty and submitted for curriculum committee review in January 2011 (exact due date to be announced)._

IF TIME ALLOWS:

TASK:
What: Complete writing SLOs for all courses
How: Use Writing SLO Guide (in division SLOAC binders).
Result: **All courses in a department must have SLOs written and documented in ECMS-SLO system by November 1, 2010.**

TASK:
What: Plan assessment calendars (SLOACs) for courses being taught this year.
How: Use information on "Planning Assessment Calendars" (Resource: Division SLOAC binders).
Result: **Determine who will be conducting assessments and document assessment plans for each course in its Phase II section (Commitment to Assess) in the ECMS-SLO system by November 1, 2010.**

NOTE: _From Fall 2009 through May 1, 2011, a total of 60% of all active courses in a program (that were or shall be taught) should be assessed at least once* and documented (with reflection and enhancement discussions). Plan course assessment calendars accordingly._

*A course is considered assessed (or a SLOAC completed) when <u>each</u> SLO for the course has been assessed <u>at least once</u>. A valid sample of the total number of courses taught should also be considered in the assessment process.