College of the Canyons
Student Learning Outcomes (SLO) Committee Charter and Membership

Mission Statement

The SLO Committee’s mission is to ensure that the college goes through an ongoing, systematic process that clarifies and improves SLOs at every level from institutional, program, and course through certificates and degrees with specific emphasis on student success. The SLO Committee works with faculty to ensure the methods of assessment of course SLOs and program SLOs are aligned and consistent across the college.

The SLO Committee reports to the Academic Senate and jointly works with the Administrative Unit Outcome Committee through the Outcomes and Assessments Steering Committee.

Scope and Duties

The SLO Committee responsibilities include but are not limited to:

- guide and facilitate faculty and staff in implementing outcome and assessment processes;
- support faculty and staff about institutional, program, degree/certificate, course level SLOs; and the processes and timing for establishing and assessing them;
- provide colleagues with guidance, training, tools, rubrics, models and other resources that will assist them in SLO alignment, development and assessment;
- assist faculty and staff in analyzing the results of assessment to improve learning and services;
- maintain open and frequent communications about SLO development and assessment with various college groups, including but not limited to the Department chairs, Academic Division Deans, Curriculum Committee, Academic Senate, Office of Academic Affairs, and College Planning Team.

Committee Membership

The committee is co-chaired by a SLO Coordinator and appointee of the Academic Senate. Membership includes representatives from Office of Instruction, Professional Development, Curriculum Committee, Program Review Committee, and Institutional Development and one faculty member from each Academic Division:

- Allied Health & Public Safety
- Career Technical Education
- Early Childhood Education
- Fine & Performing Arts
- Humanities
- Learning Resources
• Math, Science & Engineering
• Physical Education & Athletics
• Social Science & Business
• Student Services

Voting Rights

Only faculty division representatives are given voting rights. Faculty co-chairs vote only in the event of a tie vote.

Duties of Membership
1. Attend and fully participate in committee meetings
2. Academic Division Representatives serve as consultants to members of their divisions.
3. Inform and update their division about SLO issues such as (but not limited to):
   a. Processes and timing for establishing and assessing SLO’s
   b. Available training, tools, rubrics, models available for SLO development & assessment
   c. Student Learning Outcome reporting deadlines
   d. Assisting with analysis of assessment results
4. All members of the committee shall make decisions based on a college wide perspective.
5. It is expected that all members are prepared to make informed decisions. This will require members to, at a minimum:
   a. Read the Student Learning Outcome tables in the Program Review documents prior to meeting
   b. Stay current on ACCJC requirements regarding Student Learning Outcomes and assessment
   c. Be knowledgeable about Student Learning Outcomes and Program Review policies, procedures, writing standards, resources, forms, and deadline dates

Meetings

Faculty co-chairs will set the Agenda for meetings, which are held twice a month during fall and spring semesters. The first meeting of each semester will be a planning meeting. Additional meetings may be held based on mutual agreement of co-chairs. A summary of committee activities will be reported to the Academic Senate and the Outcomes and Assessments Steering Committee on a regular basis.