NOTE:  This project update will be provided to SLT members one week prior to SLT meeting where project is discussed.

Update Date: February 17, 2012
CAP #: 5.3.3
CAP Title: Establish an Assessment and reporting Process for Institutional Learning Outcomes (ILOs)
Champion: Katie Daniels and Patti Trepkowski
Project Purpose: (From Strategic Plan Worksheet)

Student attainment of the four ILOs will be measured in both curricular and co-curricular learning activities. Each department/program or student service provider will identify which ILO and at what level, and develop an assessment process to measure them. The data gathered will be used to plan improvements to student learning experiences, and the improvements will be assessed to measure effectiveness.

1. Describe recent accomplishments and the current status of activities related to this project.
(Include a updated copy of the Project Worksheet and Timeline along with a narrative discussion of progress.)

Goal 1. Faculty and students will be familiar with the ILOs.
The ILOs have been integrated into the new Course Document in CARP, increasing faculty awareness of the ILOs. Training sessions at the CTE, on Faculty Learning Day, and with specific departments have been held on the new Course Document and the ILOs.
Posters on each ILO have been distributed across campus. ILO stickies have been placed on bathroom mirrors across campus. When students turn on a campus computer, the screen displays an ILO.

Goal 2. The ILOs as learning outcomes that are valued across the College are embedded in learning activities and a system for measuring, analyzing and improving that learning is developed.
Curricular processes are in place at the course and program level to imbed the ILOs in learning activities. The processes are in place for measuring, analyzing and improving learning of the ILOs. The systemic infrastructure is being constructed.

Goal 3. The ILOs are incorporated into the Academic Program Review Process
The ILOs are an integral part of the Academic Program Review Process. Program Learning Outcomes are connected to ILOs as part of this process and the assessment project must measure both PLOs and ILOs. Information on ILOs is necessarily included in all the training around APR, the materials that support the process, and the process forms.

Goal 4. The assessment of ILOs and improvements made as a result of assessment are documented
Processes are in place for programs to document their assessment and improvements. We are just beginning to research how we will be able to manage this data on an institutional level – the data warehouse and Bb Classroom Analytics are being put in place and will be helpful in this effort.
2. **Describe the team involved in implementing this project.**
Katie Daniels, Patti Trepkowski, Sarah Krajewski, Elaine Kampmueller. We have had considerable help from Szymon Machajewski, Misty McClure, Matt Coulard.

3. **To what extent have the measureable criteria established for this project been met?** (Prepare a table)

<table>
<thead>
<tr>
<th>Measurable Criteria</th>
<th>Extent met</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty and students are aware of ILOs</td>
<td>Posters, stickies, and computer screen backgrounds are all implemented. The ILOs are incorporated in the Course Document in CARP and in the Academic Program Review process, so faculty members have been working with them. We have not yet done a measure of awareness.</td>
</tr>
<tr>
<td>Each program has a plan to assess at least one ILO</td>
<td>All 20 of the programs doing Academic Program Review this year have plans to assess at least one ILO. All of the other programs are in the process of finalizing their assessment plans, which they began working on last spring.</td>
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<tr>
<td>ILOs are assessed</td>
<td></td>
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<tr>
<td>Departments make improvement plans based on assessment</td>
<td></td>
</tr>
<tr>
<td>Improvements are implemented and assessed</td>
<td></td>
</tr>
<tr>
<td>Improvements made and their results are documented</td>
<td></td>
</tr>
</tbody>
</table>

4. **Describe the planned next steps for this project.**
- Assessments are being/ will be implemented
- Assessment data will be gathered
- Assessment data will be analyzed by departments
- Progress of assessment projects will be traced
- Yearly report of ILO assessment will be provided
- Way of storing data for institutional use will be identified and implemented
- A cross-college team will be established to study the ILO data to analyze ILO achievement by students at an institutional level.
5. **What challenges, if any, are you facing in regards to this CAP project?**

We have to find software that will help in managing and storing data. We need to be able to draw ILO data from Bb gradebook eventually – there is a great deal of work that will need to happen before that is possible. That work involves creating assessment projects and tools, setting up the systems to record results electronically, and setting up the infrastructure to gather and store the data. The data warehouse will be helpful with this project, as will Bb Analytics for Learn.

It’s a big challenge to set up a new process and to get the first group through it, but everyone is working hard, good projects are planned, and we will learn a lot from this first year of the new process.