DIVISION/PROGRAM SLO TASK LIST

1

SLOS TO CORS (DEC 19)

☐	Review the COR spreadsheet and identify courses that need to have SLOs separately identified from Course Objectives.
☐	Define three (3) SLOs for any course lacking this information.
☐	Complete a new COR on the new template "COURSE OUTLINE – 2014"
☐	Submit completed CORs to the Curriculum Committee as a "non-substantial change"
☐	

2

INSTRUCTOR CLO ASSESSMENT AND ANALYSIS (NOW – JAN 10)

☐	Distribute the 'Instructor-level SLO Checklist' and 'Instructor CLO Data Collection Worksheet'. Every section of every course taught in FALL 2014 must have a CLO Data Collection WS completed.
☐	Include adjunct instructors in all parts of this process.
☐	Instructors must assess every SLO in every section before the end of term.
☐	Samples of assessment tools must be attached to the Data Collection WS.

3

DIVISION-LEVEL DISCUSSION OF CLO ASSESSMENTS (JAN 10-24)

☐	Hold a division/program meeting to aggregate the CLO data by course and discuss the assessment results.
☐	Complete the 'Program/Division CLO Data Collection Worksheet'
☐	Submit CLO WS to Dr. Hancock (one WS per course for every course taught FALL 2014)
☐	Submit any SLO changes/updates to Curriculum Committee

4

MAP CLOS TO PLOS (NOW – JAN 24)

☐	Locate Program Learning Objectives on the website (About Us, Accreditation, PVC SLOs)
☐	Complete a 'Map to PLOs' for every course within a Program
☐	Submit finalized maps to Dr. Hancock
☐	

5

MAP PLOS TO ILOS (NOW – JAN 24)

☐	Complete a 'Map to ILOs' for every Program within your Division
☐	Submit finalized maps to Dr. Hancock
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