**Spring 2018: Student Learning Outcomes (SLO) Liaison Position**

Reassigned: 2 CAH for two liaisons

Attend Meetings / Training:
- Regularly attend SLO Committee Meetings
- Attend workshops, as available, for training

Continue Support / Facilitation of SLO Work:
- Working with each discipline's SLO Coordinator to review current CSLOs/PSLOs and identify areas that need new or revised outcomes.
- Check all existing CSLOs to verify that mapping to PSLOs and ISLOs is complete. Contact and train, as needed, SLO Coordinators to ensure mapping is complete.
- Continue to provide support to full-time and adjunct faculty in using eLumen.

Training of SLO Coordinators in Planning, Assessing, and Analyzing SLOs:
*A critical part of assessment is reflecting on assessment results to improve student learning through collegial dialog. It is part of the continuous cycle of collecting assessment results, evaluating them, using the evaluations to identify actions that will improve student learning, implementing those actions, and then cycling back to collecting assessment results. To embed and automate this process requires training of SLO Coordinators.*

- Training of SLO Coordinators to:
  - Develop a long-term plan to amass sufficient assessment data for meaningful analysis of CSLOs and PSLOs.
  - Use eLumen to run reports useful for analysis of assessment data.
  - Use eLumen to automatically push out email reminders to faculty for SLO assessments.

- Document SLO Analysis to Make Informed Decisions, Supply Data for Requests and for Program Review, and for Accreditation:
  - Liaisons will work with SLO Coordinators to document on-going SLO work. Best methods of documentation still need to be developed but options include using Canvas for non-instructional storage.

Liaison Reports:
- Liaison reports will be captured as an agenda item in the SLO Committee minutes.

**Spring 2018:  Service Area Outcomes (SAO) Liaison Position**

Reassigned: 2 CAH for 1 liaison


Attend Meetings / Training:
- Regularly attend SLO Committee Meetings
- Attend workshops, as available, for training

Identify Areas of Need:
- Work with the SLO Specialist, Madeline Wiest, and review eLumen reports to monitor and ensure student services demonstrate measurable progress in SAO development and assessment.
- Check all existing SAOs to verify that mapping to ISLOs is complete.  Contact and train, as needed, SAO Coordinators to ensure mapping is complete.

Provide Support / Facilitation:
- Meet with and assist each SAOs Point Person to develop assessments that are not burdensome and are easy to collect for meaningful data.

Liaison Reports:
- Liaison reports will be captured as an agenda item in the SLO Committee minutes.