

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

ASSESSMENT FOR STUDENT LEARNING
Policy No. 5-
Page 1 of 1

Effective:

Draft
Initiating New Policy 5-?, and related procedures

New Policy 5-? Draft

COLUMBUS STATE COMMUNITY COLLEGE IS COMMITTED TO ONGOING OUTCOMES ASSESSMENT FOR CONTINUOUS IMPROVEMENT OF STUDENT LEARNING AND TEACHING STRATEGIES. THE ASSESSMENT PROCESS ALLOWS FOR FACULTY TO EXPLORE WAYS TO CONTINUALLY IMPROVE STUDENT LEARNING, COURSE DESIGN, THE EFFECTIVENESS OF PROGRAMS, AND THE OVERALL TEACHING/LEARNING PROCESS. UNLIKE EVALUATION WHICH LOOKS AT MASTERY OF CONTENT, ASSESSMENT LOOKS AT THE PROCESS OF LEARNING. ASSESSMENT SHOULD INFLUENCE THE LEARNING THAT TAKES PLACE AND SHOULD REFLECT THE OUTCOMES, PURPOSE, AND DIRECTION OF LEARNING DESIGN. ASSESSMENT ALSO PROVIDES THE MEANS FOR TRANSFORMATIVE LEARNING BY PROVIDING RELEVANT, CLEAR, AND TIMELY FEEDBACK TO STUDENTS AND OTHER STAKEHOLDERS.

- (A) DEFINITION OF OUTCOMES ASSESSMENT FOR STUDENT LEARNING
OUTCOMES ASSESSMENT IS THE PROCESS FOR ONGOING MEASUREMENT AND CONTINUOUS IMPROVEMENT OF STUDENT LEARNING ASSESSMENT AT COLUMBUS STATE COMMUNITY COLLEGE AND HAS SPECIFIC AND INTERRELATED PURPOSES:
- TO IMPROVE STUDENT ACADEMIC ACHIEVEMENT;
 - TO IMPROVE TEACHING STRATEGIES;
 - TO DOCUMENT BEST PRACTICES;
 - TO IDENTIFY OPPORTUNITIES FOR IMPROVEMENT; AND
 - TO PROVIDE EVIDENCE FOR INSTITUTIONAL EFFECTIVENESS.
- (B) OUTCOMES ASSESSMENT PROCESS:
THE COLUMBUS STATE ASSESSMENT PROCESS IS ONGOING AND MISSION DRIVEN. THIS PROCESS INCLUDES THE ASSESSMENT OF STUDENT LEARNING OUTCOMES, COURSE LEARNING OUTCOMES, PROGRAM OUTCOMES, AND GENERAL EDUCATION GOALS. IN ADDITION, THE PROCESS VALIDATES PROGRAM OUTCOMES.
- (C) THE PRESIDENT SHALL ESTABLISH PROCEDURES TO ADMINISTER THIS POLICY.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

ASSESSMENT FOR STUDENT LEARNING
Procedure No. 5-?
Page 1 of

Effective:

Initiating New Procedure 5-? (DRAFT)

(1) ASSESSMENT OF GENERAL EDUCATION GOALS

GENERAL EDUCATION GOALS REPRESENT THE MEASURABLE KNOWLEDGE AND SKILLS THAT SERVE AS THE FOUNDATION FOR SUCCESS IN SOCIETY AND IN ONE'S DISCIPLINE, VOCATION, AND LIFE. THESE GOALS ARE PERIODICALLY REVIEWED AND UPDATED BY FACULTY, STAFF, AND ADMINISTRATION.

ALL CREDIT PROGRAMS ARE REQUIRED TO ASSESS THEIR LEARNING OUTCOMES RELATED TO THE COLLEGE GENERAL EDUCATION GOALS. ASSESSMENT OF GENERAL EDUCATION GOALS IS CONDUCTED BY THE PROGRAM FACULTY AND THEN REVIEWED BY DIVISION ASSESSMENT COMMITTEES LED BY FACULTY. THE ENTIRE GENERAL EDUCATION ASSESSMENT PROCESS CAN BE FOUND IN THE COLLEGE ASSESSMENT *FOR STUDENT LEARNING HANDBOOK*.

(2) ASSESSMENT AND VALIDATION OF CREDIT EDUCATION

ASSESSMENT AND VALIDATION OF LEARNING OUTCOMES IN CREDIT COURSES AND PROGRAMS IS CONDUCTED BY THE PROGRAM FACULTY AND THEN REVIEWED BY DIVISION ASSESSMENT COMMITTEES LED BY FACULTY. THE ENTIRE ASSESSMENT AND VALIDATION PROCESSES CAN BE FOUND IN THE COLLEGE ASSESSMENT *FOR STUDENT LEARNING HANDBOOK*.

(3) ASSESSMENT OF NON-CREDIT EDUCATION

NON-CREDIT COURSES MAY BE CAREER, INFORMATIONAL, OR CONSULTATIVE IN NATURE, BUT NOT NECESSARILY LIMITED TO THESE CATEGORIES. THESE COURSES MAY BE OFFERED FOR CONTINUING EDUCATION UNITS, PROFESSIONAL DEVELOPMENT, PERSONAL ENRICHMENT, OR IN ANTICIPATION OF ARTICULATION OR TRANSFER INTO A DEGREE PROGRAM. FOR ASSESSMENT OF NON-CREDIT COURSES SEE POLICY NO. 5-12 AND PROCEDURE NO. 5-12(B) OF THE *COLUMBUS STATE COMMUNITY COLLEGE POLICY AND PROCEDURES MANUAL*.

(4) *ASSESSMENT FOR STUDENT LEARNING HANDBOOK*

THIS HANDBOOK PROVIDES A COMPREHENSIVE OUTLINE OF THE COLLEGE ASSESSMENT PROCESSES AND PROCEDURES. THE HANDBOOK REFLECTS THE COLLABORATIVE WORK OF FACULTY, ADMINISTRATORS, AND STAFF. NON-PROCESS CHANGES TO THE HANDBOOK SHOULD BE DONE BY THE CENTER FOR ASSESSMENT FOR STUDENT LEARNING IN ORDER TO MAINTAIN RELEVANCY WITH CHANGES AT THE COLLEGE. REQUESTS TO CHANGE THE ASSESSMENT PROCESSES WITHIN THE HANDBOOK CAN ONLY BE DONE BY A COLLEGE APPOINTED COMMITTEE IN CONSULTATION WITH THE CENTER OF ASSESSMENT FOR STUDENT LEARNING.

(5) DEPARTMENT OF ASSESSMENT FOR STUDENT LEARNING

ALL ASSESSMENT AND VALIDATION DATA WILL BE SENT TO AND MAINTAINED BY THE CENTER OF ASSESSMENT FOR STUDENT LEARNING.