College Action Project Worksheet for NEW CAP Projects – October 2014

CAP: 1.4.1

Champion: Katie Daniels

1. Proposed CAP Team Members: (participates yet to be invited)

Year 1- Fiona Hert, Dean- School of Workforce Development, Laurie Chesley, Dean- Arts & Sciences, Bill Faber- Dean ISIS (interim), John Cowles, Dean- Student Success & Retention, Tina Hoxie- Dean-Associate Provost/Dean Student Affairs.

Faculty and other members identified will be identified in the spring of 2015.

2. Describe the **purpose** of this project including a description of the associated activities. (100 words or fewer)

The purpose of this project is to develop and implement a system wide plan to assess student learning, which meets the expectations of HLC, aligns with the New Leadership Alliance for Student Learning and Accountability standards, and includes all existing GRCC requirements; to integrate existing GRCC assessment practices (assessment of Institutional Learning Outcomes, Program Learning Outcomes, and Course Learning Outcomes for curricular and co-curricular experiences) into a comprehensive system; and to ensure the sustainability of the GRCC assessment practices

- 3. Describe the **goals** of this Action Project (in 100 words or fewer)
 - a) Develop an institutional system for assessment of student learning
 - b) Align current practices with the New Leadership Alliance for Student Learning and Accountability standards
 - c) Evaluate effectiveness of current assessment of Program Learning Outcome strategies and make changes as deemed necessary
 - d) Develop/enhance the capacity of faculty and administrators at GRCC to engage in assessment to enhance sustainability
- 4. What measureable criteria will be used to determine this project's success?
 - a. # of academic programs with Program Learning Outcomes (annually)
 - b. # of co-curricular programs with Program Learning Outcomes (annually)
 - c. # of Courses with Course Student Learning Outcomes (annually)
 - d. % of academic programs in which assessment of Program Learning Outcome occurred (annually)
 - e. % of co-curricular programs in which assessment of student learning occurred (annually)
 - f. % of courses in which assessment of Course Learning Outcomes occurred (annually)
 - g. Indicator of assessment quality- TBD
 - h. Indicator(s) related to ILO assessment- TBD
 - i. Indicator related to general education assessment- TBD

5.	What Indicators of Success will this project most likely impact? Please indicate whether the
	project will directly or indirectly impact the measure.
	End #2: Workforce Pathways

- 2 GRCC workforce student performance against state standards (Perkins) (Direct)
- 3 GRCC student performance on state/national certification exams (Direct)
- 6. What **personnel resources** will be required to deliver the project successfully? Meeting time.
- 7. What **additional resources** will be required to develop and/or sustain the project? None identified at this time.

Category	Cost	Explanation (one time or recurring)	Which budget will cover these costs?
Supplies			
Training			
Equipment/ Software			
Other			
TOTAL Cost Estimate			

8.	Will this project require any additional budget dollars for the 2014-2015 academic year that						
	have not already been secured?	TBD	XNO	Yes			
	If yes, please describe briefly:						

9. Provide a 3-month work plan for this project:

Month	Activity	Person Responsible
July, 2014	Development/finalization of the team membership.	Katie Daniels

August, 2014	Creation of project timeline and activities.	Katie Daniels
September, 2014	First team meeting.	Katie Daniels
October, 2014	Review of current assessment practices and association/alignment with HLC expectations.	CAP Team
November, 2014	Finalize review of current assessment practices and association/alignment with HLC expectations.	CAP Team
December, 2014	Create definition for co-curricular programs at GRCC.	CAP Team
January, 2015	Begin creation of institutional assessment plan to be implemented Fall 2015.	CAP Team
February, 2015	Continue with creation of institutional assessment plan to be implemented Fall 2015.	CAP Team
March, 2015	Finalize institutional assessment plan to be implemented Fall 2015.	CAP Team
April, 2015	Identify longer term advisory team for assessment. Identify additional CAP team members based on the structure identified. Identify capacity building needs and activities.	CAP Team
May, 2015	Identify implementation needs for Fall 2015.	CAP Team
June, 2015	Develop infrastructure for assessment (WEAVEonline), training materials, etc.	Curriculum Office
July, 2015	Develop infrastructure for assessment (WEAVEonline), training materials, etc.	Curriculum Office