



OUTCOMES ASSESSMENT

Instructions for Discipline Student Learning Outcomes (SLO) Observations Form

Outcomes Assessment (OA) is a systematic process which helps align goals, activities and student learning. The results of this process should be used to enhance student learning and inform collegewide planning. Outcomes Assessment generally follows a cycle of planning, implementation and analysis.

You are currently in the final, analysis phase, the purpose of which is to use the collected information to identify strengths **and** to reflect on and address concerns. In this phase, we ask that you use your assessment results and reflect on your assessment process to note observations or conclusions about the assessment, and then propose preliminary recommendations, where appropriate, that follow from these observations. You are encouraged to discuss your successes and the factors which are responsible for your success in addition to any results which you consider less successful.

Observations, reported by each campus or by the discipline, depending on the discipline size and structure, should be reported on the OA Observations Form. These observations and preliminary recommendations should be used as a basis for collegewide discussions about recommendations. Discipline recommendations, which are the actions the discipline will pursue, based on the data and assessment process, will be reported on the Summary Recommendations Form after observation discussions have concluded.

Instructions for campus-based discussions:

1. Share copies of the assessment instrument, the rubric and the data report with those involved in the discussion. (The majority of full- and part-time faculty who typically teach the course should be involved in this discussion.)
2. Plan a meeting to discuss the process, materials and results. (You may want to use a department meeting.)
3. Discuss the assessment materials, the course, and the results using the suggested discussion questions below or other questions you might develop. (Please contact the OA Team if you would like a team member to facilitate your meeting.)
4. Based on your discussion, record the primary observations and preliminary recommendations on one copy of the Observations Form. Be sure to include a summary of the overall strengths and concerns noted based on the assessment project.
5. Turn in an electronic copy of the Observations Form to the COAT at (outcomes@montgomerycollege.edu) by the due date in May, and save a copy to use in collegewide discussions.

Suggested Discussion Questions

Learning Outcomes:

- Were the learning outcomes that were assessed core outcomes for the course; that is, did they describe the kind of analytic or critical thinking, or skills and abilities, that the discipline feels all successful students should take away from the course?
- Were students made aware of these learning outcomes prior to the assessment, and if so how?

Assessment Instrument:

- Did the assessment questions or assignments assess the learning outcomes; that is, did student performance on these provide strong information about how well students achieved the learning outcomes?
- Were the assessment questions or assignments clearly worded?
- Do classroom experiences align with or support the intended outcomes and the assessment, so that students are prepared to succeed?

Assessment Rubric:

- For assessment questions that weren't objective in nature, e.g., multiple choice or fill in the blank, was your scoring rubric clear and easy to apply?
- Did the rubric adequately reflect the standards that your discipline adheres to?

Assessment Process:

- Was communication about the expectations of the process clear and early enough to all instructors who participated in the full-scale implementation?
- Was the assessment administered with reasonable uniformity across all sections; e.g., approximately the same timeframe of the semester, similar explanations to students, etc.
- Did instructors understand how to enter data into the scoring spreadsheets?

Assessment Results:

- What do the assessment results say about how well all students, or particular subgroups of students based on the data breakouts, achieve the intended learning outcomes?
- Are there new or different things that the discipline thinks would be worth trying that might improve future results?
- Is there additional analysis of the existing data that might provide greater insight into the meaning of the results?

Overall Strengths

- What general strengths or positive observations arise from this OA project?
- What results or observations should be acknowledged as strengths?

Overall Concerns

- What concerns are raised by the results?
- What concerns are raised by this OA project?