**How to Assess ILO #4 – Spring 2014**

**Laney College**

Institutional Learning Outcome 4:

**Global Awareness, Ethics and Civic Responsibility**

Students will be prepared to practice community engagement that addresses one or more of the following: environmental responsibility, social justice and cultural diversity.

**Background:**

* Assessing any institutional learning outcome requires some collaboration and coordination.
* As usual, you’ll be assessing an SLO in your course, but in the spring, we’re asking you to assess the SLO that directly maps to ILO #4, and we will be using the information and findings for both course SLO assessment and ILO assessment.
* We have chosen an assessment process that does not require us all to do the same thing or use the same assignment. We expect there will be a lot of variety in the types of assignments used and the level of achievement of the ILO.

**Instructions:**

**1. Include ILO #4 in your syllabus next semester.**

**2. Identify which SLO in your class maps to this ILO.** (Which one is related?)

* Make sure this SLO is mapped to ILO #4 in TaskStream.
* Keep in mind you are only expected to focus on **one** of the six possible aspects of this ILO, whichever makes the most sense for your class: global awareness, ethics, civic responsibility, environmental responsibility, social justice, or cultural diversity.

**3. Plan to assess this SLO and ILO during the Spring 2014 semester.**

* You will be doing one assessment that will count for both the course and the institution.
* Decide on the assignment and the assignment description/prompt that you will give your students. Discuss this with your colleagues that are teaching the same class.
* Create a rubric or scoring guide to evaluate student work. If you need help with this, contact David Mitchell ([djmitchell@peralta.edu](mailto:djmitchell@peralta.edu)) or Cheli Fossum ([mfossum@peralta.edu](mailto:mfossum@peralta.edu)).
* At some point during the semester, give the assignment and evaluate student work.
* Please submit three to five samples of student work. We’d like to create a campus-wide portfolio of a variety of student work to showcase what Laney students are learning about the values represented in ILO #4. (David or Cheli can help with the photocopying of samples.)

**4. Enter your assessment plan, assessment findings, and action plan into TaskStream.**

* Upload the assignment prompt, the rubric you used, and student results.

**5. On the attached rubric, fill out the information from your class.**

* Choose one of the six aspects, and circle (or change to bold on the electronic copy) the level of your assignment.
* Tally the number of students in each category (awareness, change in attitude, change in values or behavior, commitment/involvement).

**6. Turn in your completed forms/rubrics to David or Cheli by the end of the Spring 2014 semester.**

**7. In Fall 2014 during Professional Days, we plan to have a college-wide discussion** on what we did, what we learned, our results, possible improvements, and what this means for the college. Please plan to attend this session!

We will be sending out reminders via e-mail.

We want to support you in assessing this outcome! We can’t do it without you. Please don’t hesitate to ask us questions or tell us how we can assist you.

Your Friendly Learning Assessment Coordinators:

David Mitchell [djmitchell@peralta.edu](mailto:djmitchell@peralta.edu)

Cheli Fossum [mfossum@peralta.edu](mailto:mfossum@peralta.edu)

**Timeline for ILO #4 Assessment**

**Spring 2014**

**January 2014**

* Include ILO #4 on your syllabus and distribute to students.
* Make sure one SLO for your course is mapped to ILO #4 in TaskStream.

**February 2014**

* Plan the assignment you will use to assess this ILO.
* Decide when you will give your assignment to students.
* Enter your assessment plan in TaskStream.
* Create a rubric to evaluate/grade the assignment.

**March through May 2014**

* Give the assignment and rubric to students.
* Grade the assignment and collect assessment information.

**May 2014**

* Enter the assessment findings and action plan in TaskStream.

**May 2014 (deadline is June 1, 2014)**

* Submit ILO #4 assessment rubric to David or Cheli.
* Submit anonymous sample student work for portfolio.

**August 2014**

* Attend and participate in the college-wide flex day discussion on ILO #4 assessment results and action plan.