

Roles and Responsibilities of Individuals and Groups in the World of Outcomes Assessment

Individuals

Assessment Coaches: Faculty who have been recommended by the VCAA (and previous coaches) and endorsed by Faculty Senate to work with faculty on assessment strategies, processes, and reports. They provide one-on-one assistance as well as group training sessions. They have served as liaisons to the VCAA and the VCAC, keeping them informed of progress, and addressing common issues. The recommendation is that the coaches serve as ex-officio, non-voting members of the Faculty Senate Ad Hoc Student Learning Outcomes and Assessment Committee. (The coaches were appointed, and currently serve, as co-chairs of the Faculty Senate Ad Hoc Student Learning Outcomes and Assessment Committee.) Current coaches are Laure Burke and Anthony Silva.

Assessment Coordinator: A new position, funded by Title III. The primary function of this individual will be to support and coordinate the process of assessment across the campus, for all units (academic, student services, and admin services). S/he will monitor progress, create and generate reports, and take on the role of liaison to administration and the VCAC. S/he will be the boss of Taskstream. Currently, for Spring 2015, Amy Patz-Yamashiro is serving in this role, with the sole focus on deploying Taskstream. The position will be recruited this semester.

Groups

Faculty Senate Ad Hoc Student Learning Outcomes and Assessment Committee: Began in 2007, primarily to direct the College's efforts to implement ACCJC standards. The responsibility of this Committee is to represent faculty interests in student learning outcomes assessment and to support faculty in their efforts to continuously improve student learning through sound assessment principles, processes, and practices (such as establishing and assessing guidelines, procedures, report formats, and timelines).

Members are: Laure Burke, Tony Silva, Amy Patz-Yamashiro, Shirley Tsukano, Ibrahim Dik, Hal Corcoran, Lori Sakaguchi, Ana Bravo, Mary Ann Vasaturo, Mimi Yen, Jeff Zuckenick, Grant Sato, Sally Pestana, Shiuling Huang, Sunyeen Pai, Karen Boyer, Dawn Zoni, Liz Nakoa, and Gemma Williams.

CAC Work Group on Accreditation and Assessment: Created by the Chancellor in Spring 2014. The charge to the Work Group is (1) create systems for data collection to fulfill the requirements of the ACCJC Standards; (2) determine which documents and data are necessary for meeting the ACCJC Recommendations; (3) assign areas and leaders for each Recommendation; (4) determine deadlines for report submission; (5) assess the following: ILOs, SLOs, programs, degrees, planning process, budget processes,

communication processes, assessment processes; and (6) keep abreast of ACCJC Standards, Guidelines, and developments through the College's ALO. Recommend ongoing committee to work on standards through Midterm 2015, full evaluation 2018, and beyond. The Work Group has proposed revising the charge. (The recommendation to the Chancellor will be to delete the references to outcomes from (5).)

Members include representatives from the CAC and others appointed by the Chancellor: Charles Sasaki, Regina Ewing, Lisa Kanae, Kelli Brandvold, Katrina Ghazanfar, David Napoleon, Sunyeen Pai, Joanne Whitaker, Dawn Zoni, Salvatore Lanzilotti, Ronald Takahashi, Laure Burke, Anthony Silva, Robert Moeng, Teri Mitchell, Lori Sakaguchi, Louise Pagotto.

AMS (Taskstream) Disappearing Task Force: The role of this volunteer task force is to set up and deploy Taskstream, the assessment management system. The life-span of this group is expected to end when Taskstream is fully implemented across the campus (Fall 2016). Origins of this task force are in the Spring 2013 faculty survey, which indicated a need for support for the assessment process, and the Faculty Senate resolution in Spring 2014 (05052014-7) recommending selection of a software package from a commercial vendor. With Taskstream now purchased, the focus turns to designing and implementing the system with the help of a pilot group. The task force is currently led by Amy Patz-Yamashiro in her role as Interim Assessment Coordinator.

Membership of the Summer 2014-Fall 2014 Group: Laure Burke, Susan Dik, Susan Inouye, Bob Moeng, Veronica Ogata, Louise Pagotto, Sunyeen Pai, Amy Patz-Yamashiro, Anthony Silva, Joanne Whitaker, Dawn Zoni. (New members added in Fall 2014: Steph Nelson, and a pilot group for the AMS and LAT).