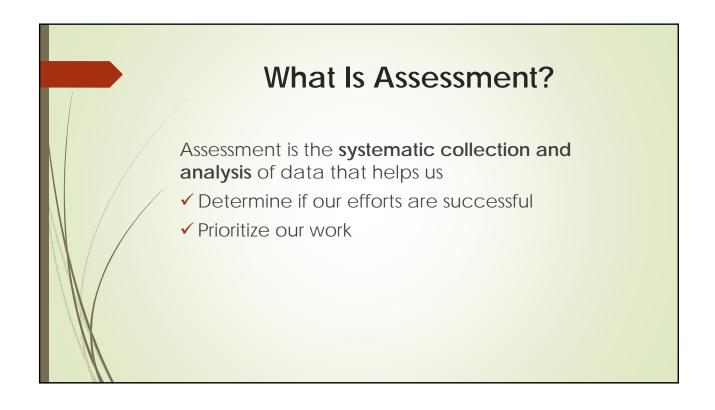


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Why do Assessment?

■ ACCJC requires it.

Why do Assessment?

- ACCJC requires it.
- And it helps us do our jobs better and more effectively.

Assessment 101: What Assessment is and is Not

- Assessment is a part of the way to measure institutional effectiveness -- How all institutional elements (instruction, seat time, student preparation, student services, administrative services) lead to student learning
- Not an evaluation of a single student
- Not an evaluation of a single faculty member, adviser, administrative assistant, or other employee.

On the Academic Side of the House Importance of Institutional Learning Outcomes

Grossmont ILOs:

- Critical and Creative Thinking
- Communication Skills
- Global and Local Perspectives
- Technology and Information Skills
- Life & Career Skills

On the Academic Side of the House Assessment measures whether students have met those ILOs.

Don't overthink this!

How can Classified Professionals help improve institutional effectiveness? Distinct statement ("six ■ Develop unit

outcomes

- words")
- Use operational verbs that show action
- Outcomes are clearly measurable
- Unit members understand expectations and responsibilities

How can Classified Professionals help improve institutional effectiveness?

- Develop unit outcomes
- Example: CCSF's Purchasing Unit Outcome --

Expedite and simplify procurement of goods and services [for the institution]

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 <u>Example</u>: CCSF's Purchasing Unit Outcome Expedite and simplify procurement of goods and services [for the institution]
- Define ways to measure your outcomes

How can Classified Professionals help improve institutional effectiveness?

Expedite and simplify procurement of goods and services [for the institution]

- Define ways to measure your outcomes
- Produce and disseminate surveys periodically to gather feedback from faculty/staff/students and vendors
- Conduct trainings internally and externally for vendors/faculty/staff
- For new or upgraded facilities, efficiently procure furniture that is cost effective and that meets the needs of those who will be using it. (measurements: furniture is available and in place by time facility opens)

How can Classified Professionals help improve institutional effectiveness?

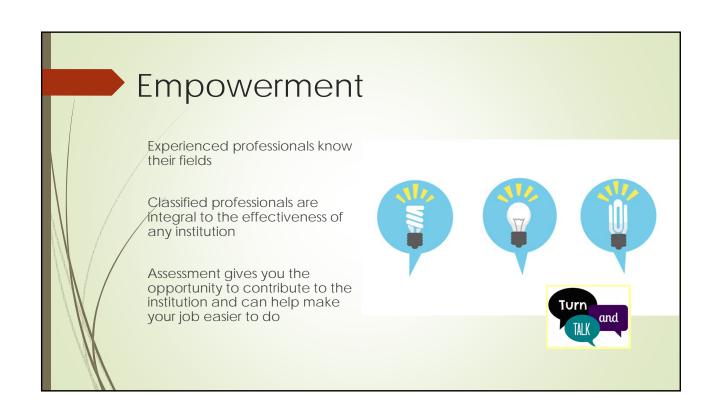
- Develop unit outcomes
- Define ways to measure your outcomes

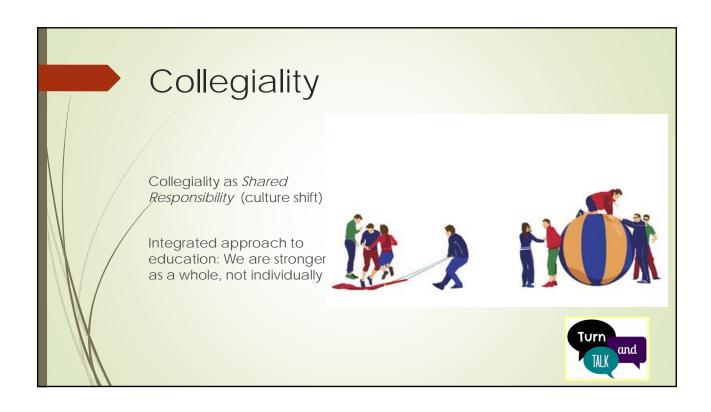
Task: One outcome, one way to measure it, one way to collect the data



Benefits of Assessment for Classified Professionals







Collection and Reporting Out Variety of methods to collect data: Surveys, inventories, suggestion boxes... Reporting out: Annual unit reports, institutional effectiveness reports Benefits for the institution: Help institution function better, helps professionals explain to others what their roles are!

