



GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by Barbara Kelber/Berta Cuaron	Date 2-25-04, 4-6-04, 5-4-04, 4-7-05, 3-7-06
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Proposed Name of Requested Group Learning Outcomes Council; Steering Committee
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x	Council	x	Committee <small>of Council</small>		Subcommittee		Task Force	
Action Requested:				Add		Delete		Change

ROLE, PRODUCTS, REPORTING RELATIONSHIPS:

The Learning Outcomes Council, guided by the Steering Committee as the core working group, will facilitate the development of a college-wide discussion of the assessment of learning at Palomar College and will support departments and work areas as they develop their specific approaches to learning outcomes assessment cycles, consistent with the Principles of Assessment. The Council’s role and function will be refined and modified as the institutional initiative for the assessment of learning develops. The Learning Outcomes Council has the responsibility for performing the following duties as well as identifying additional tasks which will enhance and improve student learning and success.

DUTIES:

1. Create ongoing dialogue and encourage engagement of faculty and staff in the assessment of student learning.
2. Identify systems for assessing learning outcomes developed at the course, program, and institutional level.
3. Encourage and provide support for the collection, analysis, and distribution of assessment data.
4. Based on evidence and feedback, support plans and strategies for improvement in student learning.
5. Based on evidence and feedback, engage in ongoing review and revision of the institutional processes for assessment.
6. Develop and implement institutional celebrations of learning successes.

PRODUCTS:

- Increased awareness and involvement.
- **Conversation** supported by reports to the campus community, Forums, the Council newsletter, website, and programs such as “Campus Explorations.”
- **Information** gathered from departments and work groups, describing their approaches to the assessment of learning outcomes developed at the course, program, and institutional level.
- **Preservation** of a culture of support for teaching.

REPORTING RELATIONSHIPS:

In accordance with Palomar's BP 2510, the Governing Board relies primarily upon the advice and judgment of the Faculty Senate on Academic and Professional Matters. Therefore, any action regarding instructional learning outcomes are under the exclusive purview of the department faculty and the Faculty Senate and require the approval of the Faculty Senate for ratification prior to approval by the Vice President for Instruction and the Superintendent/President to the Governing Board.

Meeting Schedule: Council: First Thursday, 2-3:30 p.m.; *Steering Committee: once monthly, as arranged*

Co-Chairs: Vice President, Instruction and Faculty Senate Representative

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Members:

- Seven Faculty Members representing divisions appointed by Faculty Senate
- *Four Faculty steering committee members**, appointed by the Faculty Senate, to include:
 - < *Faculty Co-Chair (must be a member of the Faculty Senate; representative to SPC and IPC)*
 - < *Faculty representative (Course level outcomes -- liaison to the Curriculum Committee)*
 - < *Faculty representative (Program level outcomes – liaison to the Institutional Review Committee)*
 - < *Faculty representative (Institutional level outcomes – Campus Explorations, College Success Project, etc.)*
- *Two Full-Time Faculty Members, at-large*
- Two Part-Time Faculty Members, one vocational, one academic
- Faculty Professional Development representative
- *(delete -- Faculty Institutional Review representative)*
- President (*ex-officio*)
- Vice President for Instruction/Co-chair*
- Vice President for Student Services*
- One Instructional Dean
- *Dean of Counseling Services*
- Director of Institutional Research and Planning*
- One Confidential and Supervisory Team Member appointed by CAST
- One Administrative Association Member appointed by Administrative Association
- One Classified Unit Employee appointed by CCE/AFT
- Supervisor, Evaluations and Records
- Student Representative(s)

* Members of the *Steering Committee*

Reviewed by Strategic Planning Council:

Comments: Addition to Reporting Relationship made 4-6-04

4-6-04 First Reading

5-4-04 Approved

5-4-05 Revision Approved

3-7-06 Revisions Approved