

Unit Assessment Report - Four Column

Foothill College

AU - Instruction & Institutional Research

Mission Statement: The mission of the Office of Instruction and Research is to shape the future direction and environment of student learning at Foothill through the implementation of creative solutions and innovative ideas in conjunction with evidence-based decision making and research.

Administrative Unit SLOs (AU-SLOs)	Means of Assessment & Target / Tasks	Assessment Findings	Action & Follow-Up
AU - Instruction & Institutional Research - 1 - Student Information - Students have access to current college catalog, course outlines and Student Learning Outcomes. Year(s) to be Assessed: 2010-2011 2011-2012 AU-SLO Status: Active	Assessment Method: An annual spring survey will be distributed to all Faculty, Staff and Administrators containing a question for each AUO with 5 possible responses: Strongly disagree, Disagree, Agree, Strongly agree and Not Applicable/Other. Assessment Method Type: Survey Target: The target is to achieve an 80% agreement (Agree or Strongly Agree) rate among all respondents.	09/07/2011 - Agree = 46.7% Strongly Agree = 38.9% Total = 85.6% Result: Target Met Year This Assessment Occurred: 2010-2011 Resource Request: The Office of Instruction is not sufficiently staffed to serve the overall flow of curriculum and state accounting. There is a need for a FT classified staff member to assist with curriculum and scheduling.. Related Documents: Spring 2011 AUO Survey Results	10/14/2011 - Although the target was met, there are many areas for improvement. The Office of Instruction will continue to provide training on Tracdat, and improve the accessibility of SLOs to the internal and external audience via the website.
AU - Instruction & Institutional Research - 2 - Core Mission Instruction - Students are offered career, workforce and basic skills instruction with approved college curriculum in accordance to Title 5 and the Educational Code. Year(s) to be Assessed: 2010-2011 2011-2012 AU-SLO Status: Active	Assessment Method: An annual spring survey will be distributed to all Faculty, Staff and Administrators containing a question for each AUO with 5 possible responses: Strongly disagree, Disagree, Agree, Strongly agree and Not Applicable/Other. Assessment Method Type: Survey Target: The target is to achieve an 80% agreement (Agree or Strongly Agree) rate among all respondents.	09/07/2011 - Agree = 52.3% Strongly Agree = 33% Total = 85.3% Result: Target Met Year This Assessment Occurred: 2010-2011 Related Documents: Spring 2011 AUO Survey Results	

Administrative Unit SLOs (AU-SLOs)	Means of Assessment & Target / Tasks	Assessment Findings	Action & Follow-Up
<p>AU - Instruction & Institutional Research - 3 - Tenure Process - Faculty have fair and equitable evaluation and tenure processes.</p> <p>Year(s) to be Assessed: 2010-2011</p> <p>AU-SLO Status: Inactive</p>	<p>Assessment Method: Spring 2011 a survey will be distributed to all Faculty, Staff and Administrators containing a question for each AUO with 5 possible responses: Strongly disagree, Disagree, Agree, Strongly agree and Not Applicable/Other.</p> <p>Assessment Method Type: Survey</p> <p>Target: The target is to achieve an 80% agreement (Agree or Strongly Agree) rate among all respondents.</p>	<p>09/07/2011 - Agree = 43.8% Strongly Agree = 20.2%</p> <p>Total = 64%</p> <p>The target was not met. However, this AUO was challenging given that the tenure process was being renegotiated and the administrative oversight was changed to the office of the President. Although the goal is important, the AUO needs to be revised in order to best serve faculty and the college.</p> <p>Result: Target Not Met</p> <p>Year This Assessment Occurred: 2010-2011</p> <p>Related Documents: Spring 2011 AUO Survey Results</p>	<p>10/14/2011 - The Office of Instruction will revise this AUO to better address the tenure review process.</p> <hr/> <p>09/12/2011 - The survey results need to be further analyzed and the N/A removed from the total. Although we did in fact meet the goal, the Office of Instruction will work more closely with tenure review teams beginning fall 2011.</p> <hr/>
<p>AU - Instruction & Institutional Research - 4. Student Success - The Office of Instruction works effectively with faculty and instructional deans to increase student success through the development and implementation of targeted non credit curriculum.</p> <p>Year(s) to be Assessed: 2011-2012</p> <p>AU-SLO Status: Active</p>	<p>Assessment Method: The office of Instruction will survey all faculty re awareness of non credit curriculum requirements, and impact on student success.</p> <p>Assessment Method Type: Survey</p> <p>Target: 80% of survey respondents will be aware of the requirements and steps for non credit approval of courses at the local and state level.</p>		
<p>AU - Instruction & Institutional Research - Faculty Evaluations - Faculty and instructional deans are aware of the evaluation and tenure processes, and receive adequate training and assistance with the process.</p>	<p>Assessment Method: An annual spring survey will include questions related to the tenure and evaluation processes, and the training and support related to them. The respondents will indicate if they strongly agree, agree,</p>		

Administrative Unit SLOs (AU-SLOs)	Means of Assessment & Target / Tasks	Assessment Findings	Action & Follow-Up
Year(s) to be Assessed: 2011-2012 AU-SLO Status: Active	disagree, strongly disagree, or have no opinion. Assessment Method Type: Survey Target: 80% of faculty and deans surveyed with report that they agree or strongly agree that the process is clear and that they have adequate training and assistance.		