

# Learning Assessment Committee

## Committee Charge

### Responsibility

The Learning Assessment Committee is charged with developing and recommending procedures and best practices which provide the college with measureable data to assess student learning.

The Learning Assessment Committee will assist academic disciplines develop plans to develop assessment strategies, rubrics, and methods for using data to make changes in the delivery of course material to promote student success.

- Make formal recommendations on the best practices for data collection, assessing results, and making changes to promote student success in General Education.
- Make formal recommendations on the best practices for data collection, assessing results, and making changes to promote student success in academic disciplines.
- Work with other facets of the College to develop training for all faculty in assessment strategies, developing and using rubrics, and making course modifications.
- Each faculty committee member is their discipline's assessment liaison and has responsibility to keep the department involved in the assessment process.

### Membership

Membership should include faculty from Lee, Collier, and Charlotte Campuses and the Hendry/Glades Center: Director of Course Level Assessment and Registrar; one member of the Office of Research, Technology, and Accountability; one Academic Dean, and one faculty member from each of the following departments/disciplines: College and Career Readiness, Education, Business and Technology, Mathematics, Biological Science, Physical Sciences, English, Humanities, Fine Arts, Foreign Languages, Speech, Health Sciences, Library, Social and Behavioral Sciences, History. Faculty members will serve for a three year term and are limited to two consecutive three-year terms (with the exception of the Chair who will serve for a minimum of two additional years after assuming the role of Chair.)

### Committee Chair

The Provost/VPAA had appointed the Learning Assessment Committee Chair to serve for academic years up until 2016-2017. Starting 2017-2018, the Learning Assessment Chair will be elected from the faculty membership on the committee and will serve for a two year term, subject to the approval of the Provost/Vice President of Academic Affairs.

### Meetings

Monthly September through April.

### Reporting

The Learning Assessment Committee Chair will meet with the Provost/VPAA twice a semester to update him/her on the Committee recommendations and suggested actions. Meeting minutes must be maintained and will be posted for all College review within 2 weeks of each meeting. Committee members will make sure their discipline's Learning Assessment plan, results, and actions taken are updated once a semester on the Learning Assessment Website.