

FACULTY RETENTION OF ASSESSMENT DOCUMENTATION

Student Learning Outcomes are documented through SVCC's Program Assessment website. After submission of the annual assessment of Student Learning Outcomes is completed in May, all related assessment documentation should be stored electronically in shared Google folders managed by the appropriate academic dean for a period of two years.

Documentation includes:

- The synopsis would document how the faculty evaluated this learning outcome college-wide, including a listing of courses and instructors from which the data were drawn. Example: SLO #4 states, "Students are able to write an effective persuasive essay." English faculty would document how they evaluated this learning outcome college-wide.**
- Any rubric used for assessment.**
- Any tool or standard of measure used.**
- Scanned copies of students' assessment. These can include tests, exams, research papers, capstone submissions, lab reports, projects, skills lab reports, quizzes, etc.**

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