



Student Outcomes Committee Guidelines

A Faculty Senate Committee

Mission Statement

The Student Outcomes Committee (SOC) fosters and supports assessment *for* student learning. SOC inspires faculty inquiry to transform our practice by responding to student learning in a continuous cycle of improvement. The SOC faculty senate committee aims to advance positive academic experiences and outcomes for all learners at our college.

Section 1: Membership and Leadership

Committee Membership: SOC shall consist of residential faculty members and ex-officio members, including the VP of Academic Affairs or designee, the Assessment Director, and representatives of the Office of Institutional Effectiveness.

Committee Leadership: The SOC membership shall elect a SOC Chair. The SOC Chair will serve a two-year term, reaffirmed annually.

Section 2: Meeting Schedule

SOC Meeting Time: SOC shall meet every second Thursday of the month at 3 P.M. during the academic year.

Section 3: Committee Chair Selection

Chair Selection Process: The selection of a SOC Chair shall take place every two years during the spring semester, including a reaffirmation at the end of each year by the SOC committee members. The selection of the qualified SOC Chair shall begin with a self-nomination by an active SOC residential faculty member at the second to last meeting of the semester. The self-nomination will include a one-page short resume indicating background, expertise, and

reason for desiring the position. Prior to the last meeting of the semester, an ex-officio (non-voting) member will create and distribute an anonymous ballot to all voting members. The candidate who receives a plurality of the votes shall be selected. The announcement of the qualified SOC Chair shall take place at the last SOC meeting of the calendar.

Section 4: Job Descriptions

Duties and responsibilities

SOC Chair: This position will work to promote the mission of SOC. This is an elected position following the Chair Selection Processes, with first priority given to current SOC members. It is a two-year term, reaffirmed annually. The responsibilities and amount of time reassigned will be reviewed annually.

- Collaborate with the Director of Assessment to ensure alignment of college assessment with SOC mission and goals
- Lead the monthly SOC meetings
- Coordinate SOC work teams and documentation for assessment projects
- Maintain SOC documents, including agendas, minutes, planning documents, and professional development related to assessment events
- Cultivate and maintain a culture of assessment among college leadership and faculty
- Attend district-wide assessment meetings
- Coordinate with CTL for faculty professional development

Committee Members

- Cultivate and maintain a culture of assessment for learning among college faculty
- Represent departments, pathways, and fields of interest during committee work
- Participate in work teams to reach committee goals
- Attend a minimum of 75% of monthly committee meetings
- Provide assessment leadership to faculty by regularly reporting assessment results, holding assessment discussions among different faculty groups, sharing information about best practices, hosting assessment events, and actively pursuing our own scholarship in areas related to assessment