SADDLEBACK COLLEGE
YOUR PATH TO THE TOP

Educational Planning and Assessment (EPA)

Saddleback College's Educational Planning and Assessment Committee oversees our efforts to engage in an ongoing quest for quality improvement, and to document how well we fulfill our mission and goals by employing a comprehensive system of planning and outcomes assessment in all programs, student support units, and administrative service units on campus. The three components of Educational Planning and Assessment (EPA) are curriculum, program review/administrative unit review, and student learning outcomes/administrative unit outcomes.

EPA also directs the Institute for Teaching and Learning, which coordinates faculty training on campus.

Click on the button below to access information regarding a particular program or unit.

Programs, Student Support Units, and Administrative Service Units

UNDER CONSTRUCTION

Curriculum

It is a professional duty for all faculty members to take responsibility for curriculum and program development in their fields of expertise. Title 5, section 55002, clearly states that the faculty must be an integral part of all curriculum decisions, and that, in fact, their input must be primarily relied upon as the professional and disciplinary experts at the College. Therefore, the Curriculum Committee is a standing committee of the Academic Senate, and all decisions of the committee must be approved by the Senate before being sent to the Board of Trustees for approval.

Program Review and Administrative Unit Review

Program Review is a systematic process for the collection, analysis, and interpretation of data concerning a program and its curriculum, and is utilized in making recommendations to improve the effectiveness of the program and its impact on student learning. It is a means of ensuring that the College's programs are effective and responsive to the local college community within the limitations of available resources. Through a review of student learning outcomes, key program indicators, and program objectives, we will be able to assess our educational effectiveness and continue to offer high quality programs.

Administrative Unit Review is a similar process for making recommendations to improve the effectiveness of student support and administrative service units on campus.

EPA Chair: Claire Cesareo-Silva

Student Learning Outcomes and Administrative Unit Outcomes

The **Student Learning Outcomes (SLO)** assessment process is a means to discover if students, are, in fact, learning what they are expected to learn in courses and programs throughout the college. The accrediting agency for California Community Colleges (ACCJC) has elected to use SLOs as an integral part of its accrediting standards. This is, in large part, a response to the U.S. Department of Education call for colleges and universities to engage in a process of continual self-examination and reflection with the goal of improvement. All student support and administrative service units will also engage in a **Administrative Unit Outcome (AUO)** assessment process.

EPA Chair: Claire Cesareo-Silva

SLO Facilitator: Rachel Ridnor

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Forms

The Curriculum Committee is responsible for recommending approval of both credit and non-credit courses on the basis of such standards as grading policy, units, prerequisites, academic rigor, course content, course objectives, repeatability, assignments, instructional methodology, and methods of evaluation.

Curriculum Chair: David Francisco

Meeting Dates and Deadlines (6/1/10)

Forms
- Curriculum Action Form
- Appendix C2- Distance Ed (6/1/10)
- Appendix C3- Distance Ed (6/1/10)
- Non-Substantial Change to Approved Program
- Special Topics Course Approval

Handbook

Curriculum Committee ByLaws Approved 3/25/09

Curriculum Procedures and Resources

Links
- Curriculum Committee
- General Ed Committee
- Local Approval of Stand-Alone Credit Courses documentation
  - Handouts

Forms
- Instructional Program Review Template (8/26/09)
- Student Support and Administrative Unit Review Template (8/26/09)
- Five-Year Staffing Profile Template
- Annual Update Template (8/26/09)

Handbooks

NEW: Program Review Handbook for Instructional Programs, 2009-2010 (8/26/09)

NEW: Administrative Unit Review Handbook for Student Support and Administrative Services, 2009-2010 (8/26/09)

COMPLETED PROGRAM REVIEWS AND ADMINISTRATIVE UNIT REVIEWS
- Completed Program Reviews and Adminstrative Unit Reviews

- Program-Level SLO Form
- AUO Form

Handbooks

SLO-AUO Handbook (1/11/2010)

Modifying and Creating Course-Level SLOs in Curricunet (1/8/2010)

Resources
- ParScore Examples
- SLO Assessment Resources
- SLO Course-Level Process (4/08)
- Resources for Writing Course Level SLO's (4/08)

COMPLETED SLOs AND AUOs

- Completed and In-Progress Program-Level SLO/AUOs

- Completed Course-Level SLOs

For information on this website, please contact Claire Cesareo-Silva at ccesareosilva@saddleback.edu or (949) 582-4739
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