**Course Student Learning Outcome (CSLO) Assessment Reporting Form**

**Reporting Instructions:** In the cohort year to which your course is assigned, report your CSLO assessment results using the form below. You may instead *write your assessment report as a narrative*, which must contain the components included in the below form.

**Submission:** Once you have completed this reporting form or your own narrative, *copy/paste in your assessment activities and scoring tools* at the end of this document and email the report to Beth Ann Stone: [brobertson@losmedanos.edu](mailto:brobertson@losmedanos.edu). Don’t forget to revise your COOR through Curriculum Committee & implement your improvement plan while this information is fresh in your head!

For further **Support**:

* See “CSLO Assessment Guide” on the TLC website: <https://www.losmedanos.edu/intra-out/tlp/resources.aspx>.
* Reference your Course Outline of Record: <https://www.losmedanos.edu/catalog/coor/index.aspx>.
* Contact the CSLO/PSLO Assessment Coordinator: Briana McCarthy [bmccarthy@losmedanos.edu](mailto:bmccarthy@losmedanos.edu).

Semester: \_\_\_\_\_\_\_\_ Course: \_\_\_\_\_\_\_\_\_\_ Sections Assessed: \_\_\_\_\_\_\_\_\_\_\_ Total Number of Students Assessed: \_\_\_\_

Faculty Assessing the Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CSLO Assessment Planning Meeting Date & Participants: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Data Analysis/Improvement Meeting Date & Participants: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **CSLO** | **Method of Assessment** | **Proficiency Criteria** | **Results & Analysis** | **Improvement** |
| * Enter CSLOs from the Course Outline of Record (COOR). * You are required to assess all CSLOs listed in the COOR. * Add/delete rows as needed by selecting row, right-clicking, and choosing “Insert/Delete Row” | For each CSLO assessed:   * Review the assessment section of the COOR and describe the assessment activity (exam, project, essay, etc) used to assess students’ proficiency of the CSLO. * Explicitly state which part of the assessment activity assesses that particular CSLO. | For each CSLO assessed:   * Develop and list the criteriafor proficiency for both “High Proficiency” (A level work) and “Meets Proficiency” (C level work). * You may want to review the COOR as a starting point. | For each CSLO assessed:   * How many students were at each proficiency level? * What did you learn from the assessment about student learning and your own teaching? | For each CSLO assessed:   * What do you plan to do next to improve student learning in this course? * Identify strategies to try that may improve student learning. |
| CSLO #1: Students describe… | Assessment Activity:  Description: | High Proficiency Criteria:  Meets Proficiency Criteria: | # High Proficiency\_\_\_\_\_\_  # Meets Proficiency\_\_\_\_\_\_  # Below Proficiency\_\_\_\_\_\_  We learned… | Improvement plan & new strategies to try: |
| CSLO #2: | Assessment Activity:  Description: | High Proficiency Criteria:  Meets Proficiency Criteria: | # High Proficiency\_\_\_\_\_\_  # Meets Proficiency\_\_\_\_\_\_  # Below Proficiency\_\_\_\_\_\_  We learned… | Improvement plan & new strategies to try: |
| CSLO #3: | Assessment Activity:  Description: | High Proficiency Criteria:  Meets Proficiency Criteria: | # High Proficiency\_\_\_\_\_\_  # Meets Proficiency\_\_\_\_\_\_  # Below Proficiency\_\_\_\_\_\_  We learned… | Improvement plan & new strategies to try: |
| CSLO \_\_: | Assessment Activity:  Description: | High Proficiency Criteria:  Meets Proficiency Criteria: | # High Proficiency\_\_\_\_\_\_  # Meets Proficiency\_\_\_\_\_\_  # Below Proficiency\_\_\_\_\_\_  We learned… | Improvement plan & new strategies to try: |

***Don’t forget to copy and paste your assessment activity (exam questions, essay prompt, etc), as well as your assessment scoring tool (rubric, sorting criteria, etc) at the end of this document to submit along with your report.***