SLO Review Process

Step #1) SLO Review Form

- Discipline faculty within program areas update (if needed) SLO’s during their 5yr COR review
- When submitting new Course Outline of Record for Division Chair review
- Creating a NEW Course for Division Chair review
- If discipline faculty want to update SLO for a course.
- Program area completes the SLO Revision/New Course template and sends to SLO Coordinator (AND) Tech Review Team (Tech Review Team will match COR with SLO).
- The SLO Coordinator presents SLO Revision/New Course template to SLOASC for review. provides submitted SLO updated templates to SLOASC for review.

Step #2) SLOASC Review

- Each month SLOASC will review SLO’s to assure SLO’s are measuring a Learning Outcome. in alignment with COR’s and SLO formatting.
- SLOASC is not responsible for outcome measures.
- This process shall not interfere with Curriculum and General Education Committee deadlines.
- Once the submitted SLO’s are reviewed by SLOASC, they are:
  - Returned to Program Area for updates if needed
  - Forwarded to Curriculum and General Education Committee then forwarded back to the program area.
- The program area will then send updated SLO’s to the Office of Instruction for review by the Tech Review Team.

Step #3) Curriculum and General Education Committee

- Once the reviewed SLO’s are approved by Curriculum and General Education Committee the Tech Review Team, they are then sent to the Senior Research Assistant to be uploaded into eLumen and sent to the SLO Coordinator to be updated on Taft College SLO Webpage.
- All reviewed SLO’s during the academic year will be updated in eLumen and Taft College SLO Website during each Summer term.
- The original (physical) SLO template will be saved with COR packets (AND) SLO Coordinator for evidence.
- SLOASC will have a list of all New and Updated SLO’s in monthly meeting agendas and minutes.
Discipline faculty will fill out “SLO Revision/New Course Template” for:
- New Course
- 5 Year COR Review
- Faculty wants a New SLO

SLO Revision/New Course Template – is sent to Division Chair: Sent to: SLO Coordinator and Tech Review

SLO Coordinator: Sends to SLOASC Committee

SLOASC for Review:
BLUE = Forward to Curriculum
RED = Return to Division for Edits

Curriculum and General Education Committee

Retuned to Division for edits/recommendations for SLOs
Return to SLO coordinator for processing

Senior Research Assistant to be uploaded into ELumen

SLO Coordinator to update SLO TC Website

Approved by SLOASC April 26, 2021