I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (May 14, 2013)

III. CONSENT AGENDA
A. Appoint John Zamora, Nita Gopal and Emily Malsam to the Instructional Design Coordinator Hiring Committee.
B. Appoint Layla Yousif to the Alternative Media Access Specialist Hiring Committee.
C. Appoint Barbara Jensen to replace Jennifer Hamilton on the ESL Hiring Committee.
D. Appoint Barbara Jensen to replace Charles Mullins on the Reading Hiring Committee.

IV. ACTION/DISCUSSION ITEMS
A. Continuing Business
1. Facilities Council
2. Student Services Council
3. Instruction Council
4. Accreditation Council
5. Resource Allocation Council
6. College Council
7. Program Review
8. Institutional Learning Outcomes (ILO) – 2nd Reading

B. New Business
1. Fire Science Position
2. Faculty Hiring Prioritization Taskforce Update
3. ASCCC Curriculum Institute Update
5. Institute Day/Week

V. REPORTS
A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

Next Academic Senate Meeting: August 15, 2013
VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT
ACADEMIC SENATE SUMMER SPECIAL MEETING
APPROVED MINUTES
JULY 23, 2013

Members Present: Allan McKissick, Barbara Jensen, David Boley, Michelle Christopherson (Sub), Ellen Dambrosio, James Todd, Jennifer Hamilton, Jim Stevens, John Zamora, Kevin Alavezos, Layla Youisf, Mike Morales, Paul Cripe, Tina Giron

Members Absent: Bruce Anders, Chad Redwing, Christopher Briggs, Curtis Martin, Debbie Laffranchini, Estella Nanez, Eva Mo, Jim Howen, Lisa Riggs, Nancy Wonder, Paul Muncy, Robert Stevenson,

Guests Present: Andrew Campbell, Brian Sinclair (Faculty Liaison to the Board), Kathy Haskin (Administrative Technician for the Academic Senate), Korey Keith, Susan Kincade (VP of Instruction)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda was approved.

M/S/C (J. Hamilton, E. Dambrosio) to approve the order of the agenda

II. APPROVAL OF THE MINUTES

The minutes of May 14, 2013 were approved.

M/S/C (J. Hamilton, E. Dambrosio) to approve the minutes

III. CONSENT AGENDA

A. Appoint John Zamora, Nita Gopal and Emily Malsam to the Instructional Design Coordinator Hiring Committee.
B. Appoint Layla Youisf to the Alternative Media Access Specialist Hiring Committee.
C. Appoint Barbara Jensen to replace Jennifer Hamilton on the ESL Hiring Committee.
D. Appoint Barbara Jensen to replace Charles Mullins on the Reading Hiring Committee.

M/S/C (J. Hamilton, E. Dambrosio) to approve the amended Consent Agenda

12 Ayes
0 Opposed
0 Abstentions

IV. ACTION/DISCUSSION ITEMS

A. Continuing Business

1. Facilities Council – No Report
2. Student Services Council – No Report
3. Instruction Council – No Report
4. Accreditation Council – No Report

Next Academic Senate Meeting: August 15, 2013, 3-5 pm, Ansel Adams, Rm 206
5. Resource Allocation Council

K. Alavezos helped to introduce a graphic entitled “MJC Budget Development and Resource Allocation Process.” It was given by President Jill Stearns as a way to capture and visualize the budget and resource allocation process.

A. McKissick moved the Academic Senate President be directed to communicate with the College President, after the Academic Senate received the graphic entitled “MJC Budget Development and Resource Allocation Process,” and the Academic Senate looks forward to reaching mutual agreement with the President and the Board with regard to the Institutional Planning and Budget Development Process.

M/S/C (A. McKissick, M. Christopherson) to approve the motion.
12 yes
0 Opposed
0 Abstentions

6. College Council

Discussion took place regarding the graph “MJC Proposed Organizational Chart”. This is an Administrative Chart. It was brought to the forefront 3 new positions.

Under Vice President of Student Services, Director, which will help out with Senate and clubs, much as had been before the RIF’s.

Under Vice President of Instruction, Dean of Instructional Services, similar to the position that Tobin Clarke held, overseeing the Library and Distance Education now also coupled with the position that Antoinette Herrera held in Health Services, due to a part of the money is coming from that area. E. Dambrosio mentioned that the Library being under the Dean of Instructional Services make more sense not to be tied to Lit/Lang, as they have a large number of needs as the Library does.

Under Vice President of Instruction, Director of Fire Training Center, proposed as a Certificated Management position. This position was John Sola’s position. The union had an issue due to faculty supervising and evaluating faculty.

James noted that the mood of the room indicated that there was no strong opposition to the proposed chart.

7. Program Review and Assessment

James mentioned that he was been working with Curtis Martin on a draft for a new streamlined Program Review. Should have the first week of August. Deans have been asked for input of what kinds of data will help them make decisions. Drop dates and Student Success rates were discussed.

8. Institutional Learning Outcomes (ILOs) – 2nd Reading

J. Hamilton moved to accept the MJC Institutional Learning Outcomes, the motion was seconded.

Next Academic Senate Meeting: August 15, 2013, 3-5 pm, Ansel Adams, Rm 206
The motion was discussed regarding the wording in the section “Creative, Critical and Analytical Thinking.

J. Hamilton made a Friendly Amendment to accept the amendment with a motion to accept the MJC Institutional Learning Outcome proposed by a multi constituent group with the following minor modifications:

Under “Creative, Critical and Analytical Thinking,” the following minor change to the second statement:

- Develop and expand upon innovative ideas by analyzing current evidence and praxis, employing historical and cultural knowledge, engaging in theoretical inquiry, and utilizing methods of rational inference.

Under “Creative, Critical and Analytical Thinking” ILO, the following additional statement:

- Demonstrate the ability to make well-considered aesthetic judgments.

**M/S/C (J. Hamilton, E. Dambrosio) to approve the motion.**

12 Ayes
0 Opposed
0 Abstentions

a. New Business

i. Fire Science Position

The YFA, Technical Education Division, and College Administration have made a recommendation in regards to the Fire Science Instructor position becoming a Certificated Management position. The position has been almost exclusively run on reassign time, and the recommendation to change the position was run through Technical Education division’s shared governance process. The YFA has directly communicated with the Senate Exec and is also asking for this position shift. S. Kincade said the interest was for this person to be able to work with local partners year-round, go out and obtain/seek the funding, and collaborate with the Fire Science groups.

A. McKissick moved to approve the Fire Science position as a Certificated Management position.

**M/S/C (A. McKissick, B. Jensen) to approve the motion.**

12 Ayes
0 Opposed
0 Abstentions

ii. Faculty Hiring Prioritization Taskforce Update

The group has been discussing how the process will work with Academic Senate and the divisions. Timelines and incentives to announce retirements early have been discussed. Deans have been asked what categories they would like to have on an application sheet. By the Fall, we are trying to get everything in a standardized fashion. Hopefully by next meeting a draft will be done.
iii. ASCCC Curriculum Institute Update

J. Todd and J. Hamilton went to a Curriculum Institute and the big topic of conversation was Unit Values. The Thursday, of Institute week, Aug 22 at 10:00, he hoped a number of senators will be there to discuss Unit Values. Not to necessarily come up with a policy, but to open a discussion regarding Unit Values and courses, given the new State Mandates, new CID’s, new TMC’s, now called ADT’s and talking about it locally and at the State Senate. Need reps from areas to talk about it and get the conversation on the table. Would also like to discuss Student Success and Unit Values.


James spoke with Jill Stearns and she is very receptive to meeting with J. Todd and J. Hamilton to discuss this document. They are also developing an Academic Senate handbook that would go along with Engaging All Voices document. The idea of adding a senator to a few councils was also well received. The handbook would be a training manual for the Senate appointees so when they participate they are aware and understand the expectation of what it means to be a Senate appointee.

If interested for review you can go to the MJC website and under President’s Office, select College Council, select Documents and you will find the Engaging All Voices revised pages.

v. Institute Day/Week

A. McKissick moved to accept the preliminary agenda for Institute Week

M/S/C (A. McKissick, M. Christopherson) to approve the motion.

12 Ayes
0 Opposed
0 Abstentions

13 REPORTS

a. Student Senate

A. Campbell mentioned not much to report on. The new 2013/2014 Administration took office about a month ago. The Student Fireside Lounge was opened and appreciated the good turnout. Looking forward to working with Academic Senate.

b. Faculty Representative to the Board

B. Sinclair reported that he attended the last Board Meeting and it was uneventful and that he had a nice meeting with Joan and it seems to be going well, received positive feedback in regards to the Senate from Joan. He is reporting to the Board when he has meetings, for purposes of showing he is really doing his job, as there were concerns that the position wasn’t assessed.

He briefly went over what this position entails.

c. Legislative Analyst-Chad Redwing – No Report

Next Academic Senate Meeting: August 15, 2013, 3-5 pm, Ansel Adams, Rm 206
d. Outcomes Assessment Work Group (OAW)-James Todd

Already mentioned Outcomes.

e. Curriculum Committee-Jennifer Hamilton – No Report

f. Faculty Professional Development Committee and PDCC-Eva Mo – No Report

g. Administration Report-Susan Kincade

S. Kincade reported that Accreditation is done, and she has started a draft of subsequent change that the Accreditation Committee asked for. A large document was sent out, trying to catch us up from 2010 to present on everything we changed. A Set of Change is needed, so responding to what we have on the strategic plan, and will be submitting in September.

h. President’s Report – James Todd

Goals are: Meetings Aug 15, 29, Sept. 5, Sept 19, and then thereafter 1st and 3rd week of the month. Hope to discuss and pass Program Review, there will be an Assessment Draft Manual, Hiring Prioritization, would like to talk about governance doc, find out if handbook is working.

Next semester, meetings will still be in Ansel Adams 206.

Time for Aug. 15 meeting is 3:00 – 5:00 pm. Time for Aug. 29 meeting is back to 3:45 – 5:30 pm.

14 ITEMS FOR FUTURE AGENDAS

i. Institute Day/Week

ii. YCCD Board Policy 7-8049 (Second Reading)

15 OPEN COMMENTS FROM THE PUBLIC

None

16 ADJOURNMENT

The meeting was adjourned at 4:50 pm
ACADEMIC SENATE AGENDA

DATE: AUG. 15, 2013
TIME: 3:00 – 5:00 PM
PLACE: ANSEL ADAMS ROOM 206 — WEST CAMPUS

I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (July 23, 2013)

III. CONSENT AGENDA
   A. Appoint Joseph Caddell and Mary Roslaniec to the Chemistry Instructional Support Specialist Hiring Committee.
   B. Approve 2013-2014 Academic Year Temp. Full time Sociology position
   C. Approve the appointment of Leta Love on two Classified Staff Screening Committees.

IV. ACTION/DISCUSSION ITEMS
   A. Continuing Business
      1. YCCD Board Policy 7-8049 (Second Reading)
      2. Faculty Hiring Prioritization Taskforce Update
      3. ASCCC Curriculum Institute Update
      5. Program Review and Assessment
      6. Facilities Council
      7. Student Services Council
      8. Instruction Council
      9. Accreditation Council
     10. Resource Allocation Council
     11. College Council
   B. New Business
      1. Institute Day Recognition
      2. Outcomes Assessment Workgroup Charge/Membership/Policy recommendations and Handbook

V. REPORTS
   A. Student Senate
   B. Faculty Representative to the Board
   C. Legislative Analyst-Chad Redwing
   D. Outcomes Assessment Work Group (OAW)-James Todd
   E. Curriculum Committee-Jennifer Hamilton
   F. Faculty Professional Development Committee and PDCC-Eva Mo
   G. Administration Report-Susan Kincade
   H. President’s Report – James Todd

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

Next Academic Senate Meeting: August 29, 2013
ACADEMIC SENATE MEETING
APPROVED MINUTES
Aug. 15, 2013

Members Present: Allan McKissick, Barbara Jensen, Bill Anelli, Chad Redwing, David Boley, Deborah Gilbert, Ellen Dambrosio, James Todd, Jennifer Hamilton, Jim Howen, Jim Stevens, John Zamora, Kevin Alavezos, Layla Yousif, Mike Morales, Nancy Wonder, Travis Silvers

Members Absent: Bruce Anders, Christopher Briggs, Curtis Martin, Debbie Laffranchini, Estella Nanez, Eva Mo, Lisa Riggs, Paul Cripe, Paul Muncy, Tina Giron

Guests Present: Korey Keith, Brian Sinclair (Faculty Liaison to the Board), Kathy Haskin (Administrative Technician for the Academic Senate)

I. APPROVAL OF ORDER OF AGENDA ITEMS

Due to a couple of people needing to leave earlier than 5pm, J. Todd mentioned that #3 of Continuing Business (ASCCC Curriculum Institute Update) was to be passed for today. He suggested moving #2 of New Business to Item 3 of Continuing Business.

M/S/C (J. Hamilton, E. Dambrosio) Move to approve the order of the agenda items with that modification.

II. APPROVAL OF THE MINUTES

The minutes of July 23, 2013 were approved.

M/S/C (B. Jensen, E. Dambrosio) to approve the minutes

III. CONSENT AGENDA
A. Appoint Joseph Caddell and Mary Roslaniec to the Chemistry Instructional Support Specialist Hiring Committee.
B. Approve 2013-2014 Academic Year Temp. Full time Sociology position
C. Approve the appointment of Leta Love on two Classified Staff Screening Committees.

M/S/C (J. Hamilton, E. Dambrosio) to approve the amended Consent Agenda
12 Ayes
0 Opposed
0 Abstentions

IV. ACTION/DISCUSSION ITEMS
A. Continuing Business
   1. YCCD Board Policy 7-8049 (Second Reading)

Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206
J. Todd was almost certain that YCCD Board Policy 7-8049 had already been approved for a second reading. He found in prior minutes that it was on the agenda for a Second Reading. He wants to make sure that it was approved.

The document can be viewed in the following link.

http://www.mjc.edu/facultyinformation/acadsenate/boardpolicy7-8049.pdf

A motion was made to approve the YCCD Board Policy 7-8049.

**M/S/C (E. Dambrosio, A. McKissick) Move to approve the motion.**

15 Ayes
0 Opposed
0 Abstentions

2. Faculty Hiring Prioritization Taskforce Update

College Council asked J. Todd to chair a Taskforce for putting together hiring prioritization. J. Todd briefly explained the process, which was very fruitful and productive, and it included several meetings with faculty, deans and ASMJC present. The group is close to having a document to circulate. That document will be sent out for a first reading for the August 29th Academic Senate meeting.

3. Outcomes Assessment Workgroup Charge/Membership/Policy recommendations and Handbook.

A discussion took place regarding the Outcomes Assessment Workgroup (OAW) Charge and Membership.

Over the last 2 mo. there have been discussions about Program Review, Curriculum and Assessment. A small modification has come forward from the Outcomes Assessment Workgroup. The recommendation in the Charge from OAW is to include Deans and 1 faculty representative from every division, someone from the Curriculum Committee and the Accreditation Assessment Processor Specialist. That is the change in the Charge.

A. McKissick made a motion which was seconded (unknown) to adopt the Outcomes Assessment Workgroup (OAW) charge and Membership with additional language. “Ex-officio” was inserted after the word Dean on the 2nd page, and the Arts, Humanities and Communication division was added to the membership group. A discussion took place regarding the Deans, the place of the Deans in this workgroup and the word ex-officio and how it would or would not pertain.

E. Dambrosio would like to rule against the motion and keep the document as is, given that it seems to be the rule of the workgroup, with the exception of adding of Arts, Humanities and Communications to the OAW Membership. A. McKissick said due to the confusion he would like permission to withdraw the motion.

The document can be viewed at the following link:

http://www.mjc.edu/facultyinformation/acadsenate/oawchargeandmembership1.pdf
A motion was made to accept the Outcomes Assessment Workgroup Charge and Membership with the addition of Arts, Humanities and Communications faculty representative and Dean as members of the Outcome Assessment Workgroup.

**M/S/C (E. Dambrosio, J. Hamilton) to accept the Outcomes Assessment Workgroup Charge and membership with the addition of Arts, Humanities and Communications faculty representative and Dean as members of the Outcome Assessment Workgroup.**

14 Ayes  
0 Opposed  
1 Abstention (Allen McKissick)

The second item was also a recommendation from the OAW. The recommendation and graphic can be found and viewed at the following link:

[http://www.mjc.edu/facultyinformation/acadsenate/assessmentprcurriculum5yearcycle.pdf](http://www.mjc.edu/facultyinformation/acadsenate/assessmentprcurriculum5yearcycle.pdf)

The OAW has planned and discussed the best ways to schedule and incorporate Assessment with Program Review and Curriculum. This graphic and process represent the best alignment the OAW thought possible, considering the 5-year curriculum cycle already in place. There is a small shift in the schedule in assessment that was put into effect last semester, but it was decided that it was best to take one year off to do PLO, Program Review and Curriculum after 4 years of continuous assessment in between.

The proposal was the “CLO-PLO-GELO-ILO Assessment, Program Review, and Curriculum Five Year Cycle.” This will also be in the handbook that will be coming.

**M/S/C (J. Hamilton, D. Gilbert) move to accept the CLO-PLO-GELO-ILO Assessment, Program Review, and Curriculum Five Year Cycle.**

15 Ayes  
0 Opposed  
0 Abstentions


J. Todd, J. Hamilton and Jill Stearns met and have had productive and positive conversations.

One concern discussed was about representation on all the councils. The President agreed to having as many faculty as administrators on all the councils.

Another concern was the budget, the narrative of how the budget works. The President was working on a narrative about the budget.

The third thing discussed was incorporating a clear vision of Collegial Consultation and how it works at MJC between the Academic Senate and the Board/Designee. J. Todd was working on a narrative about Collegial Consultation. There was discussion about the Collegial Consultation narrative, the meaning, the principle and process.

The budget narrative did have some Collegial Consultation, and they worked hard to put more into it. It was a narrative of the $ (dollar sign) graphic that was brought forth at the last Senate meeting.

*Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206*
President’s narrative would consider how different divisions through their shared governance make recommendations to council; then councils make recommendations to College Council about the Budget.

J. Todd commented that what is written now has had Collegial Consultation throughout the process. Anything having to do with academic and professional issues is done in a manner where the Senate is regularly consulted collegially. J. Todd commented that the Senate is sending reps out as a faculty body, to vote on these councils, and give Senate input on these councils. J. Todd mentioned that what the Senate is looking for is to have as weighty of an input as possible on the budget and to be part of a collegial consultation when it concerns academic and professional matters. If we exercise our right to go to the Board and make a different recommendation, that is what is afforded in Title V.

Academic Senate wants everyone to know before something is sent out what areas have been talked about. The governance document will be on the agenda for the first Senate meeting of the academic year, and it is hoped that some language will go out to constituent groups, including a narrative on the budget, a narrative on Collegial Consultation, and changes to the membership.

The way Collegial Consultation was framed was: Senate is a faculty body and we have to have time to come back from councils, to report to Senate, to deliver the will of the Senate back to the councils. The President was very receptive to that. Further, Collegial Consultation has to happen at every level of this budget building process.

J. Hamilton is working on an Academic Senate Handbook and hopefully will have a draft to look at the first week of the semester.

5. Program Review and Assessment

J. Todd reported that Curtis Martin is finishing some work to make a proposal to the Senate and Instruction Council. The Program Review will reflect the recent 5-year-cycle modifications. Very positive discussions about this are taking place.

6. Facilities Council – Met, No Quorum
7. Student Services Council – No Report
8. Instruction Council – No Report
9. Accreditation Council – No Report
10. Resource Allocation Council

K. Alavezos reported that Resource Allocation Council approved spending approximately $150,000 from 2011 Program Review, a one-time request. Deans reviewed the list to make sure requests were still valid. It was brought to Council and the Council approved spending $99,000-$100,000. $50,000 is to be used for improvement of existing classrooms being updated to SMART classrooms.

11. College Council

There was some debate over some of the organizational chart, some questions about the New Dean position and the funding for it. There were questions how the money from a previous position can be spent. More information is coming.

The ILOs were approved with the changes.

Institute Day and Week schedule were approved. There are several Senate backed days that week.

Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206
The annual MJC Student Learning Outcomes and Assessment Day is slated for Tuesday, Aug. 20. That day will include an OAW meeting, an interdisciplinary discussion that will review assessment pilots of PLOs and GELOs, and an open workshop and training for faculty to do assessment modifications, including CLO or PLO changes.

On Wednesday the 21st, there will be an Accreditation update.

On Thursday the 22nd a Course Unit Values discussion will be held, and should be heavily attended by faculty, students, administrators and staff.

B. New Business

1. Institute Day Recognition

For Wes Page

A Proposed Resolution was read:

Whereas Wes Page has demonstrated the highest quality of service as a classified and certificated staff member for 42 years at Modesto Junior College,
Whereas Wes Page has volunteered countless work hours in support of campus programs including Athletics and the Performing Arts,
Whereas Wes Page has contributed his talent in support of numerous community service organizations,
Whereas Wes Page has performed acts of kindness for students, staff and community members,

Be it resolved that the Modesto Junior College Academic Senate hereby proclaims Wednesday, October 30, 2013 as Wes Page Day. On that day, the MJC Senate encourages campus community members to either to dress as their favorite Star Wars character, or to wear their favorite tie in honor of Wes Page’s retirement from the Yosemite Community College District.

Discussion took place regarding having Wes Page Day as Halloween, Oct. 31.

M/S/C (A. McKissick, E. Dambrosio) move to suspend the rules for the official Resolution.
15 Ayes
0 Opposed
0 Abstentions

M/S/C (C. Redwing, J. Hamilton) move to approve this with the fact that this resolution can be clarified and expanded with appropriate input from supervisors and colleagues to include years of service and positions held and explanation of Wes’ fascination with Star Wars.
15 Ayes
0 Opposed
0 Abstentions

2. Outcomes Assessment Workgroup Charge/Membership/Policy recommendations and Handbook

Due to time issues, this item was moved to the position of #3 of Continuing Business.

V. REPORTS

Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206
A. Student Senate

  K. Keith mentioned that Columbia College had a retreat with ASO.

B. Faculty Representative to the Board – No Report

C. Legislative Analyst-Chad Redwing

  C. Redwing reported that the California State Legislature has tabled consideration of MOOCs (Senate Bill 520) until at least 2014.

D. Outcomes Assessment Work Group (OAW)-James Todd

  Already mentioned Outcomes.

E. Curriculum Committee-Jennifer Hamilton – No Report

F. Faculty Professional Development Committee and PDCC-Bill Anelli

  B. Anelli reported that Institute Day is going ok.

  Title V formed a committee and ranked and awarded grants for Fall 2013.

  Title V’s last semester might be Spring 2014, and mentioned the last opportunity to apply for grants would be this fall for next spring.

G. Administration Report-Susan Kincade - No Report

H. President’s Report – James Todd

  James Todd mentioned there will be a Senate/YFA faculty lunch on Friday, Aug. 23, and a lunch on Aug. 22 with FACCC CEO, Jonathan Lightman, which is open to all faculty.

  Upcoming in the first two weeks of semester:

  Faculty Hiring
  Engaging all Voices – Budget Proposal
  Updated Assessment Manual & Program Review

VI. ITEMS FOR FUTURE AGENDAS

  Ready for move in February

VII. OPEN COMMENTS FROM THE PUBLIC

  None

VIII. ADJOURNMENT

  The meeting was adjourned at 5:15 pm

Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206
The Academic Senate recommends a general policy that all regularly offered courses have their respective CLOs assessed twice in a four-year period, followed by program review and curriculum updating.

During the first two years, CLOs for all courses in a department are assessed once.

In the third year, program, general education, and institutional learning outcomes (PLO, GELO, ILO) assessments are completed. Additionally, the second rotation of CLO assessment for all courses in a department is initiated at the beginning of the third year and completed at the end of the fourth year.

The second CLO assessment is followed by a one year (two-semester) period that includes a second round of PLO-GELO-ILO assessment, program review, and comprehensive curriculum updating.