

# Learning Assessment Reflection - Student Success

## Fall 2020 - SAC Scores Report Form

Completed by *Director/Lead/Assessment Champion*

**Student Success Area:**

**Dean:**

**Prepared by:**

**Reporting Period:**

Each AY  
(Reported at the  
end of July)

Each Semester  
Fall AND Spring

Fall Only

*Resource links identified in blue (depending on your settings, the report will populate or appear in your 'Downloads' file)*

### Student Success Area Tasks:

*Please note: There are events scheduled for the SAC Scores: Assessment Day on Friday, September 25. Please complete assessment tasks below before conducting your unit/department meeting.*

1. *Schedule your AY Closeout meeting with Learning Assessment or your Student Success Learning Assessment Liaison*
2. *Review and update/confirm your eLumen Organization chart for AY 20-21*
3. *Run and/or your Student Success Learning Assessment Information*
  - *SSLOs by area (Contact Learning Assessment if you need assistance)*
  - *[Student Success – Marketable Skills Report \(by area\)](#)*
  - *[Student Success – Outcomes Report \(Division\)](#)*
4. *Conduct Unit/Department Meeting to review learning assessment (Information Below).*

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**Unit /Department Meeting:** *Meet with the staff in your department to discuss Learning Assessments and Student Success Learning Outcomes (SSLOs) specific to your department.*

*During the meeting review:*

- *[San Antonio College Marketable Skills](#)*
- *SSLOs for your department and ensure all staff understand them*
- *Reporting / Measurement of these SSLOs (data that will be entered into eLumen)*

Did you meet with your Student Success Learning Assessment Liaison to Closeout AY 19-20?  Yes  No

If **No**, provide reasoning:

Are changes needed for SSLOs and/or mapping to Marketable Skills in eLumen for your area?

What conclusions were made by reviewing the eLumen reports for department SSLOs and **Marketable Skills**?

Did any SSLOs perform below the 70% MEETS/EXCEEDS expectations? Yes No

If YES, list SSLOs below with brief Action Plan title/description.

*Note: Action Plans are required to be entered into eLumen for SSLOs below 70%*

How did learning assessment in your area improve from the 2018-19 AY to the 2019-20 AY?

*Note any particular strategies/changes that occurred.*

## Closing the Loop - Continuous Improvement Strategy

After reaching your conclusions, what improvements can be made for the upcoming academic year?

Did you complete and upload your eLumen Organization chart for AY 20-21?  Yes  No

Discipline/Department Meeting  
Participation

Present at the meeting

1		11		21	
2		12		22	
3		13		23	
4		14		24	
5		15		25	
6		16		26	
7		17		27	
8		18		28	
9		19		29	
10		20		30	

NOT Present at the meeting

1		11		21	
2		12		22	
3		13		23	
4		14		24	
5		15		25	
6		16		26	
7		17		27	
8		18		28	
9		19		29	
10		20		30	

**Submitting forms:**

**Learning Assessment Reflection (this form)**

1. Review form to ensure you have completed all sections.
2. Save file with the following name format:  
Name of Department\_Reflection\_Fall2020
3. Upload the file to [SAC Scores File Upload](#) page.  
Directions on SAC Scores web page:  
[www.alamo.edu/sac/sac-scores](http://www.alamo.edu/sac/sac-scores)

**eLumen Organizational Chart**

1. Save file with the following name format:  
Name of Department\_eLumenOrgChart\_2020-2021
2. Upload the file to [SAC Scores File Upload](#) page. Directions on SAC Scores web page: [www.alamo.edu/sac/sac-scores](http://www.alamo.edu/sac/sac-scores)