

## AQIP Action Project: *Learning Outcomes*

Action Project Declaration

NMC

### Northwestern Michigan College

Strategic Goal: **Learning Outcomes**

Date of Goal Charter: **January, 2014** (declaration finalized February 14, 2014)

Target project completion date:	July 2015
Actual project completion date:	
A. Title	<b>Learning Outcomes</b>
B. Goal	Develop and implement an integrated and aligned learning outcomes system that includes the articulation of and means of documenting learning outcomes, assessments, results, and actions for improvement at the course, program, and institutional levels.
C. AQIP Category that this Action Project will most affect or impact.	Category 1 - Helping Students Learn (Scholarship)
D. Reasons for this project to be done.	While NMC has made much progress in the area of general education outcomes, there are some gaps in our processes and/or evidence for those processes for learning outcomes at other levels. NMC has several processes in place for the identification, assessment, and follow up on <b>student learning outcomes</b> , we lack consistency, alignment, and documented evidence for a lion's share of those processes and results. Moreover, as NMC progresses to providing competency-based learning opportunities, it became apparent that aligning and integrating learning outcomes was a crucial first step.
E. The organizational areas most affected by or involved in this Goal.	All academic areas Center for Instructional Excellence; Educational Services Instructional Management Team; Curriculum Committee; Planning and Budget Council
F. Organizational processes to change or improve.	<i>Name and describe briefly the key organizational processes that you expect this Action Project to change or improve.</i> <ul style="list-style-type: none"> <li>● Assessment</li> <li>● Program Review</li> <li>● Curriculum Review</li> <li>● Integrated Planning</li> <li>● Faculty Annual Plan &amp; Self-Evaluation</li> </ul>
G. Rationale for the length of time planned for this Goal.	<i>Explain the rationale for the length of time planned for this Goal (from kickoff to target completion).</i> <ol style="list-style-type: none"> <li>I. <u>Institution Level Learning Outcomes</u> (General Education) have been defined and have an existing assessment plan in place. However, the assessment plan should be broadened to include program and course level learning outcomes processes. At the institution level, the plan should detail how student achievement of the general education outcomes improves based on results from the assessment process.</li> </ol>

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	<p>II. <u>Program Level Learning Outcomes</u> exist for some areas and not for others and are assessed in some areas and not others. While we have a tool for documentation there is no documented process for completing the tool related to the articulation of specific programmatic learning outcomes, their measures, results, and plans for improvement. A documented process plan will help lead to consistent and systematic practice across academic areas. Moreover, there is little evidence in the alignment of program with course level learning outcomes. Academic areas can use curriculum mapping to accomplish this, however, there will be a learning curve in using this technique and training may be required.</p> <p>III. <u>Course Level Learning Outcomes</u> are detailed on the course outline and syllabi yet there are gaps in the consistency in documentation and evidence in assessment techniques and follow up actions from assessment results.</p>
<p>H. Monitoring Plan</p>	<p><i>Describe how you plan to monitor how successfully your efforts on this Action Project are progressing.</i></p> <ol style="list-style-type: none"> <li>1) Key milestones include reviewing gaps in current practices for:             <ol style="list-style-type: none"> <li>a. Defining program and course level learning outcomes</li> <li>b. Documenting/communicating gen ed, program and course level goals</li> <li>c. Assessing program and course level goals</li> <li>d. Improving outcomes at the gen ed, program and course levels</li> </ol> </li> <li>2) Define a systematic and coordinated process for these three levels of outcomes to be defined, documented/communicated, assessed and improved.</li> <li>3) Implementation plan and timeline reviewed and approved.</li> <li>4) Project start in January 2014, with on-going implementation through June 2015.</li> </ol>
<p>I. Outcome Measures</p>	<p><i>Describe the overall "outcome" measures or indicators that will tell you whether this Goal has been a success or failure in achieving its goals.</i></p> <p>Outcome measures are process related:</p> <ol style="list-style-type: none"> <li>1) NMC will demonstrate alignment of learning outcomes among the course, program, and general education levels</li> <li>2) NMC will develop a comprehensive assessment plan that includes documented process for learning outcomes assessment at the course, program, and general education levels</li> <li>3) NMC will provide evidence for the actions taken by instructors to improve student achievement on course level learning outcomes</li> <li>4) NMC will develop useful professional development for faculty on identifying learning outcomes, assessment techniques, and follow up actions</li> <li>5) NMC will determine the most efficient and cost effective way to document and track learning outcomes and results that may include</li> </ol>

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	a software database
J. Other information	<i>Other information (e.g., publicity, sponsor or champion, external partners, etc.)</i>
K. Project Leader and contact person	<p><i>Project Leader and contact person (First Name, Middle Initial, Last name, Title, Email, Telephone)</i></p> <p>Co-leaders for this project:</p> <ol style="list-style-type: none"> <li>1) Darby Hiller, Executive Director for Institutional Effectiveness, Assessment Coordinator, <a href="mailto:dhiller@nmc.edu">dhiller@nmc.edu</a>, 231-995-1084</li> <li>2) Stephen Siciliano, Vice President for Educational Services, <a href="mailto:ssiciliano@nmc.edu">ssiciliano@nmc.edu</a>, 231-995-1373</li> </ol>
Project scope, constraints, and assumptions	There is funding available for this project to increase resources related to instructional design, and professional development events through CIE.
Team membership	<ol style="list-style-type: none"> <li>1) Darby Hiller</li> <li>2) Stephen Siciliano</li> <li>3) Regis McCord (Social Science)</li> <li>4) Nick Roster (Science and Math)</li> <li>5) Sue DeCamillis (Business)</li> <li>6) Doug Domine (Humanities)</li> <li>7) Tracy Russo (Instructional Design/Educational Media Technologies)</li> <li>8) Laura Schmidt (Health Occ)</li> </ol>
Preliminary project plan (timetable for what the team will do)	Several targets have been identified on the strategic plan related to this strategic goal which follow the milestone activities from above.