Institution-Wide Assessment Committee

Policy Statement

The Institution-Wide Assessment Council (IWAC) shall be responsible for promulgating and sustaining the assessment of institution-wide academic student learning outcomes.

I. Duties and Responsibilities

The Duties and Responsibilities of the Committee on Academic Assessment are as follows:

- Implement the Assessment Plan according to the five year calendar and process chart
 - Notify the campus community of the Learning Objectives to be assessed prior to the commencement of the Academic Year
 - o Identify and notify appropriate faculty and instructors for assessment practices
 - Collect and organize assessment data
 - o Maintain IWAC database
 - o Publish results of the assessment cycle, using appropriate templates and databases
 - Suggest actions to be taken based on assessment findings
- Propose Revisions to the Institution-Wide Student Learning Outcomes and Assessment Plan as needed
- Serve as a liaison to individual academic departments and Academic Program Review Coordinators
- Serve as liaison to WASC Coordinator and other accrediting bodies as needed

II. Membership

The Institution Wide Assessment Council will select a chair every other year. Membership is competitive by application. All faculty are encouraged to apply, and preferably, the nominated faculty member should be responsible for Program Review or other assessment assignments on the departmental level. The selection processes shall be made with explicit considerations for: 1) broad representation across academic departments, and 2) particular faculty expertise relating to the specific learning outcomes addressed in calendar year. Members shall serve for four years.

III. Institution-wide Student Learning Outcomes

Consistent with the mission of the California Maritime Academy to provide a college education combining intellectual learning, applied technology, leadership development, and global awareness, students will develop the following competencies. Through participation in curricular and co-curricular learning opportunities, our graduates will be able to:

A.	Coherently and persuasively share information	Communication	Intellectual
B.	Comprehend, analyze and objectively evaluate new information and	Critical and Creative	Learning
	ideas; and to explain things in new and different ways, often through	Thinking	
	synthesizing or applying information		
C.	Exercise intellectual inquiry via the use of sound reasoning to identify	Problem Solving	
	and analyze problems, formulate solutions, predict outcomes, and		
	make conclusions and inferences from numerical information		
D.	Demonstrate an understanding of fundamental concepts in human	Human Development in	
	development and the natural world	the Natural World	
E.	Employ self-knowledge of the social and cognitive factors influencing	Lifelong Learning	
	the learning process; to engage in ongoing reflection and exploration		
	of the purpose of personal development; and to synthesize and apply		
	knowledge and experiences to new personal and professional		
	applications		Applied
F.	Demonstrate competency in discipline-specific, maritime-related	Mastery of discipline-	
	fields	specific skills	Technology
G.	Define a specific need for information; then locate, access, evaluate	Information Fluency and	
	and effectively apply the needed information to the problem at hand;	Computing Technology	
	and effectively use simulators, computers and computing applications		
	in order to create, access, store, process, analyze and communicate		
	information		
H.	Work with others in achieving common goals, and when necessary,	Leadership,	
	envision new goals; motivate and empower others to achieve them;	Teamwork, and Personal	
	interact constructively with a diverse group of people; and foster	Development	
	collegiality, goodwill and community among them		Leadership
I.	Behave and perform in a manner that is accepted in one's profession,	Professional Conduct	-
	as well as move oneself continuously toward a goal or set of goals		Development
J.	Apply standards of proper conduct and responsibility towards society	Ethical Awareness	
	in one's professional or personal life		
K.	Demonstrate an awareness of diversity in the global culture and	Global Stewardship	
	environment, as well as the responsibilities associated with promoting		
	the welfare of state, country, whole of humanity and planet		Global
			Awareness

IV. Assessment Plan and Schedule for Institution-Wide SLOs

YEAR ONE (Y1): Clarification and consensus about IW-SLO across campus

Summer: Preparation for presentation to campus during academic year

- a. Select point person for IW-SLO
- b. Develop plan to bring to campus
- c. Draft assessment materials

Academic Year: Implementation of Clarification and Consensus Building

- a. Discussion of IW-SLO with entire faculty
- b. Approval and "buy-in" of assessment tools with entire campus
- c. Collection of indirect assessment data (surveys/opinions abt SLO)
- d Set initial benchmarks

YEAR TWO (Y2): Data Collection

Summer: Finalize Assessment Tools and Plan Academic Year: Collection of direct student data

YEAR THREE (Y3): Analysis and interpretation of suggested changes

Summer:

- a. score rubrics (or equivalent) from collected student data
- b. draft report for recommendations and suggested changes

Academic Year

a. Deliver Report with recommendations and suggested changes for faculty review and implementation

YEAR FOUR (Y4):

Summer: No Action Taken

Academic Year:

- a. Campus implementation of suggested changes
- b. IWAC follow up and report

IW-SLO Assessment Plan Calendar (Revised 2011)

	Communic	Critical and	Problem	Human	Lifelong	Discipline-	Informa-	Leadership	Profess-	Ethical	Global
	ation	Creative	Solving	Develop-	Learning	Specific	tion	and	ional	Awareness	Steward-
		Thinking		ment in the		Skills	Fluency	Teamwork	Conduct		ship
				Natural			and Comp.				
				World			Technolog				
							у				
2009-2010	Y1					#					
2010-2011	Y2	Y1 & Y2									Y1&Y2
2011-2012	Y3	Y3			Y1		Y1			Y1	Y3
2012-2013	Y4	Y4	Y1		Y2		Y2	Y1		Y2	Y4
2013-2014		Х	Y2	Y1	Y3		Y3	Y2	Y1	Y3	Х
2014-2015			Y3	Y2	Y4		Y4	Y3	Y2	Y4	
2015-2016			Y4	Y3				Y4	Y3		
2016-2017				Y4					Y4		

X indicates off year to even out cycle

[#] Discipline specific skills assessed on department level and published in departmental program reviews which are conducted every five years.

Institution-Wide Assessment Council Flow Chart of Deadlines and Milestones

INSTITUTIONAL WIDE ASSESSMENT PROCESS

