

*Subject Area Committee Name:* MM

*Contact Person*

<i>Name</i>	<i>e-mail</i>
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CTE SACs are charged with documenting that their students are attaining the published degree and certificate outcomes.

**2016-2017:** For CTE degrees and certificate outcomes, three elements are required:

1. Summary of the results of annual assessments submitted with **this form**, the **Summary Data Report (SDR)**, if applicable\*
2. Description of the design and results from the assessment of one focal outcome (Focal Outcome Assessment Report Form, FoARF, or Focal Outcome Reassessment Report Form, FoRRF). These reports document the SAC's assessments that focus on specific areas of interest or concern: areas where SACs suspect there are opportunities to better support student learning, AND
3. Updated Multi-Year Plan (MYP) if yours has changed or expired

Notes:

- \*Programs that are required to submit TSAs (Perkins-eligible programs) do not need to submit summary data for outcomes fully covered by the TSAs; only outcomes that are NOT fully covered by a TSA are reported using this form.
- Programs with multiple degrees and/or certificates and/or a large number of outcomes may schedule a rotation of outcomes across two, three, or four years. Consult with your LAC assigned coach to work out an appropriate rotation.

**DUE DATES:**

- November 28, 2016 for the Multi-Year Plan update (if appropriate) and Part 1 of the FoARF or FoRRF (your plan for the year)
- June 16, 2017 for Part 2 of the FoARF or FoRRF, and for the SDR

**Information and Reminders:**

- Please attach any appropriate, supporting documentation for the summary information you report in this form (e.g., spreadsheets and/or other reports).
- If you have trouble completing this form, contact [Wayne Hooke](#) to arrange for coaching assistance.
- **SDR Due: June 16, 2017**; Send to Learning Assessment Council: [learningassessment@pcc.edu](mailto:learningassessment@pcc.edu)
- **Subject Line of Email:** Summary Data Report (or SDR) for <your SAC name> (Example: SDR for NRS)
- **File name:** SACInitials\_SDR\_2017 (Example: NRS\_SDR\_2017)
- Information from this report may be inserted into or summarized in the Program Review Outline.

**SACs are encouraged to share this report with their LAC coach for feedback before submitting.**

*Summary Data for Degree/Certificate Outcomes*

*A. What type(s) of assessment were conducted for your overall degree/certificate outcomes (those identified for assessment in this academic year on the Multi-Year Plan)?*

*Check all that apply:*

- State required Technical Skills Attainment (TSA)*
- External exams/assessments*
- Internal exams/assessments*
- Employer assessments*
- Other: Briefly describe:*

*B. Attach the summary data for these assessments.*

*Note: TSA data does not need to be resubmitted.*

*Results attached?*

- Yes     No

*C. Give a very brief summary of the notable results from this year's assessments (do not include your Focal Outcome Assessment Report information here).*

We discovered it was difficult to include information from just MM140 to conduct the first assessment of students as they enter the program. We plan to implement including another layer of assessment for the preproduction phase of this intro course, which includes reviewing and assessment of MM120 design packets.

*D. Please comment briefly on any changes or planned changes to your courses, assessments, program, etc. that resulted from these assessments:*

We are coordinating with MM120 and MM130 to include scored assessment categories to be compiled during the MM140 review. This expanded assessment should help us to better identify benchmarks and qualifying factors when assessing the final 140 project.

*E. Please comment briefly on any changes to your assessment process that would lead to more meaningful results if these assessments were to be repeated (or adapted to another situation). If the assessment process worked well, please indicate this.*

The MM250 student review went very well, however we found that some of the outcomes needed to be measured in other required courses. We are working with those courses and instructors to include this measurement and share it with the MM250 course to compile.