

EAST LOS ANGELES COLLEGE



DEPARTMENT SLO FACILITATOR POSITION

1301 Avenida Cesar Chavez
Monterey Park, CA 91754-6099
Phone (323) 265-8650

About the Department SLO Facilitator Positions

The purpose of hiring department SLO facilitators is to enhance efforts at the department level to complete the SLO process for all courses and programs. By hiring facilitators, we seek to ensure the development and ongoing use of authentic assessments of student learning, to increase the dialog on student learning, and to effectively use student learning outcomes in departmental decision-making processes.

Job Description

Facilitators will serve as the departmental leader in the SLO process. The Departmental Facilitator will:

- Receive required SLO Facilitator training by the Learning Assessment Office.
- Complete the ACCJC basic training.
- Provide ongoing expertise to department members on the SLO process and the use of authentic assessments (see Course-Level Outcomes Rubric).
- Attend Learning Assessment Committee Meetings.
- Serve as the department representative in coordination of course, program and institutional SLOs.
- Develop an SLO plan and timeline that will complete the course and program SLO cycles by Fall of 2014. (See Goal 4 in Program Review Self-Evaluation)
- Work with the Learning Assessment Office to track completion of the SLO cycle.
- Provide data to the department chair on faculty participation in the SLO cycle for use in evaluations (AFT Contract – Appendix C, pg 193).
- Ensure that departmental data and dialog are accurately entered into the campus TracDat system.
- Ensure that meetings are held at which there is a dialog on the results of learning assessments and provide the Learning Assessment Office with documentation of this dialog demonstrating use of results in achieving high quality instruction (closing the loop).
- Present the Discipline SLO Progress Report to the department and engage faculty in a dialog on this feedback. Provide feedback to the Learning Assessment Office regarding the SLO Progress Report for use in continually improving college processes. (See ACCJC rubric on SLOs)*

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Qualifications

You must currently be an Adjunct at East Los Angeles College to be eligible for the position.

How to apply for a SLO facilitator position

Email your resume and a cover letter describing your suitability for the position to Dr. Oliver Jones at joneso@elac.edu.