

Course Outcomes Assessment Timeline (COAT)

VS

Close-the-Loop (CTL)

Submission:

- The COAT forms go in the Annual Program Plans in Taskstream.
- Starting Fall 2021, the CTL will be submitted online.
 - CTL link: <https://www.riohondo.edu/slo/ctl-form/>

Q. Why are we completing a course assessment “timeline”?

A. This process is to

- Formalize the assessment process, so that faculty teaching the same course are assessing the same outcome.
- Ensure that all outcomes are assessed within a six-year cycle (to correspond with the Program Review cycle in planning).
- Demonstrate to the accreditation team that we have codified processes in place for collecting data.

Q. Is the course assessment “timeline” and “close the loop” directly related?

A. No. The “timeline” details when and which course outcomes will be assessed in a six-year cycle. The “close the loop” is our assessment report which synthesizes the data collected within the academic year. The “close the loop” report is being completed by analyzing the data in TaskStream for each course taught. *Note:* This year we are catching up on completion of this assessment report and “closing the loop” for AY 2017-2018 and AY 2018-2019. (There should be two years’ worth of data in Taskstream.) Going forward it will be from the previous academic year only.

Q. Our area collects data for every course outcome every year. Does that mean I check all the boxes in the timeline?

A. Yes. If you are collecting data for all of your outcomes every year, then you should check the years from 2017-2018 through 2022-2023.

<i>Course</i>	<i>Course Outcomes</i>	<i>17-18 Y1</i>	<i>18-19 Y2</i>	<i>19-20 Y3</i>	<i>20-21 Y4</i>	<i>21-22 Y5</i>	<i>22-23 Y6</i>
ART 124	1. Demonstrate effective use of color to create spacial planes.	✓	✓	✓	✓	✓	✓
	2. Demonstrate the effective use of contrasting components of color.	✓	✓	✓	✓	✓	✓
	3. Demonstrate the use and understanding of Color Harmonies.	✓	✓	✓	✓	✓	✓
	4. Demonstrate an understanding of the perception color.	✓	✓	✓	✓	✓	✓

Q. Is it acceptable that data is only collected one outcome per year?

A. Yes. Your timeline might look something like this:

<i>Course</i>	<i>Course Outcomes</i>	<i>17-18 Y1</i>	<i>18-19 Y2</i>	<i>19-20 Y3</i>	<i>20-21 Y4</i>	<i>21-22 Y5</i>	<i>22-23 Y6</i>
DANC 114	Identify and/or demonstrate proper body alignment, postural alignme					✓	
	Describe and demonstrate the difference between head-tail movement,	✓					✓
	Identify the differences and similarities between dance cultures.		✓				
	Explain and demonstrate how Bartenieff Fundamentals exercises appli			✓			
	Identify and create a personal practice which balances an individua				✓		

Q. Is it acceptable that data is collected for multiple outcomes per year?

A. Yes. Your timeline might look something like this:

<i>Course</i>	<i>Course Outcomes</i>	<i>17-18 Y1</i>	<i>18-19 Y2</i>	<i>19-20 Y3</i>	<i>20-21 Y4</i>	<i>21-22 Y5</i>	<i>22-23 Y6</i>
DANC 199	1. Articulate one's own connection to dance related to key historical	✓		✓			✓
	2. Compare and contrast various dance genres from an anthropological,	✓			✓		
	3. Observe and analysis a dance identifying its salient characteristic		✓		✓		
	4. Formulate an educated critique of live concert dance identifying ki		✓			✓	
	5. Examine and appreciate dance forms and styles from a range of cultu			✓		✓	

Q. Must I only use the provided “timeline” form?

A. No. If you prefer to use an excel spreadsheet to document the timeline you may do so. Both templates are provided in the FRC in Canvas.

Q. Should I go into TaskStream to see which outcomes have data for AY 2017-2018 and AY 2018-2019)?

A. Yes. Your timeline documents which outcomes *have been* assessed (data collected) and assigning which outcomes *will be* assessed (data to be collected) within the six-year cycle.

Q. Where in Taskstream do we upload the “close-the-loop” (CTL) and “timeline” (COAT) forms?

A. The COAT forms go in the Annual Program Plans in Taskstream.

When you go into Taskstream, instead of going to a course, go to your area/program.

- Click on Program Plan for 2020-2021.
- Go to “Outcomes 3.1”. (3.1 Instructional Programs - Course Outcomes) (Left hand side)
- “Checkout” (Top right)
- Click on “Attachments” (Bottom center).
- “Upload from computer” (Left side).
- “Add files” (Bottom).

- "Upload and close" (Bottom right).
- "Save and Return" (Bottom right).
- "Check In" (Top right).

NEW:

Starting Fall 2021, the close-the-loop form will be submitted online.

CTL link: <https://www.riohondo.edu/slo/ctl-form/>

DUE: October 15, 2021

Q. Who is looking at the "timeline" and the "close-the-loop"?

- A. The "program manager" (or lead for annual program plans) will be utilizing the information to create their program plans. Later, "unit managers" will also refer to the reports. And both forms will help guide program reviews (occurring every six years).