Learning Assessment Validation Committee Timeline for AY 2021-22

By October 15	By October 25	Oct. 25-Nov. 12	November 12-24	Nov. 29-Dec. 10
Work with Dr. Eratne to gather list of 10% of Fall 2021 Core Course (13). Then select 3 full time faculty core course sections from identified core course.	Portfolio templates will be released to the selected faculty members of the core course sections identified.	Selected faculty upload the Concourse syllabus, Backwards Design Document, DAVC Process, and Assessment(s) to the portfolio and communicate to the Discipline Assessment Validation Committee (DAVC) when completed.	DAVC will review the faculty portfolios and complete and return the Recommendation Form to the selected faculty.	Faculty will make necessary corrections to their portfolio and notify the DAVC Lead/Committee upon completion.

Dec. 10-Jan. 21	January 21	February 18	Feb. 18-March 11	By April 15
DAVC will complete updating any necessary Recommendation Forms for selected faculty.and email to Chairperson.	DAVC Lead will email the faculty Recommendation Forms to Learning Assessment: sac-slos@alamo.edu.	The Learning Assessment Validation Committee (LAVC) meets to discuss our review process.	The LAVC sub-groups will work to complete Recommendation Forms for the DAVCs.	LAVC Recommendation Forms will be returned to the DAVC and Chairperson. A survey of the process will also be released. The final report from the LAVC will be provided to IPPE, VPAS, Chairs, and the Director of Teaching and Learning.

COMMUNICATION PLAN

10/6	10/13	10/22-8:30am	10/22-10am	10/25
Proposal received CET approval.	Meet with Chairs to review the process.	Meet with MS Committee to review the process.	Meet with Coordinator and DAVC Leads for training on the new process. Email will go out to all faculty regarding the new process.	Email goes out to selected faculty for portfolio completion.