**PLO 5-Year Plan Tips**

TCC is transitioning the assessment projects required by our accreditor into a more meaningful, efficient process. To reduce confusion regarding the process, I wanted to create this tips sheet on how to complete your PLO 5-Year Plan and begin the assessment requirements as part of our annual Program Reviews submitted to the Instructional VP in the Fall:

Here are some common questions about the process:

* **What did it used to be like?** Historically, we’ve submitted data on a specific DLO, providing the assignment, applicable rubrics, and any analysis.
* **What is it now?** Beginning 2017-18, we’ve shifted to a streamlined model where we are assessing each PLO at least once every 5-years (requirement for ongoing accreditation).
* **What about DLOs?** The DLO portion of what we used to do is now part of SLIC and is not part of this process. It’s good to be aware of the DLO review schedule (they operate on a 3-year plan) in case you wanted to submit artifacts to support the initiative but that is NOT required for the PLO 5-Year plan. In other words, you SHOULD do this but it’s not required.
* **So, what do I need to do right now? Great question!** You need to do 2 things:
	1. Create & Submit 5-Year Plan: Work with your faculty to develop a complete, 5-year plan reviewing all of your PLOs.
		+ This means that you will likely review more than 1 PLO to ensure every one of them are assessed in some way.
		+ If you have a meta PLO that can’t be assessed with a single assignment, it is okay to piece together multiple assignments to merge the information for a complete review of that particular PLO.
		+ 5-Year Plan 1st draft due April 2018, feedback given by May 2018, final draft due June 2018.
	2. Collect Year 1 PLO Data: Begin collecting data supporting the Year 1 PLO assessment from your 5-year plan.
		+ The analysis/data will be turned in on the Program Review in November.
		+ Assessment data on the individual years showing no room for improvement could be added to the Gains portion of the Program Review; areas for improvement could be tied to the Gaps/Goals and integrated to support funding requests.

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