**STUDENT SERVICES SLO ASSESSMENT PROCESS**

**CONTINUOUS QUALITY IMPROVEMENT**

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**April**
- Submit Division-Level SLO Report
- Update and submit 2-year Program-Level Plan by April 15th
- Division-Level SLO meeting
  - Revisit Division-Level SLOs
  - Revisit planning and reporting templates
  - Assess the process of the cycle

**March**
- Submit Program-Level SLO Annual Report by March 1st
- Submit mini or full program review by March 20th
- Administrator review of SLO Reports and Program Reviews
- Submission of all Program Reviews to PRAC by March 30th

**May**
- Identify SLO for following year
- Submit Program-Level SLO Assessment plan
- Update 2-year Division-Level SLO Plan

**June/July**
- Programs meet with area Dean, as needed, for help with previous year SLO implementation, current year assessments, etc.

**August/September/October**
- SLO assessments - begin collecting SLO data
  - Implement program changes and/or resources generated from previous year’s SLO
  - Division-Level SLO meeting

**February**
- Analyze SLO data
- Meet with area Administrator to discuss results
- Prepare data to be included in program review
- Division-Level SLO meeting

**November**
- Continue SLO assessment / data collection
- Analyze effectiveness of program changes. Make adjustments as needed.
- Complete program change implementation report.
- Division-Level SLO meeting

**December/January**
- Enter data into ExpertScan
- Generate reports

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**Make it meaningful**
**Keep it simple**
**Make it sustainable**