1. <u>Peer Reviewers</u>: If student identifying information is found anywhere in the SAC report, email Susan and Chris *immediately* (swilson@pcc.edu, christopher.brooks3@pcc.edu). If a problem is reported, Susan/Chris will delete this line once it has been addressed; if not, peer reviewers delete this line.

2. <u>Peer Reviewers</u>: Email the coach once peer reviewers are in agreement. A peer reviewer deletes this line after coach has been emailed to conduct the coach review.

3. <u>Coach</u>: <COACH name, and email> The coach deletes this line when the coach review is complete (and, if needed, suggested changes to feedback have been discussed with the peer reviewers and completed). Coach then contacts peer reviewers to complete the feedback input form (link below.)

4. <u>Peer Reviewers</u>: Enter info below into the <u>Feedback Input Form (link)</u>. The peer reviewer who enters the information deletes this line. (Must be logged into MyPCC to open the form.)

Confidential

Summer 2017 Peer Review Feedback - ARF

Assessment of Student Learning

CTE SAC: <SAC initials, name>

Outcome

State the focal outcome being assessed for this submission.   This should be the focal outcome or other distinguishing element for the RRF.
Outcome:

1

Summary Data Reporting

ARF/RRF CHECK POINTS	Link to plans/reports: LAC website	Y/N/NA
MYP SDR	1. Does the Summary Data Report form include summary data for all of the non-TSA assessed outcomes that are scheduled in the Multi-Year Plan (MYP) for this year?	
COMMENT		
MYP SDR	2. Do the summary data appear to be connected to the degree/certificate outcomes given in the MYP? (excluding TSA data)	
COMMENT		
SDR Appendices SDR C/D/E	3. Are the proposed changes to future assessments consistent with the summary data results?	
COMMENT		
OVERALL COMMENT		
	TOTAL Y/NA	/3

Overall Mechanics of Reporting

ARF/RRF CHECK POINTS		Y/N/NA
	1. Are the reports complete with minimal errors/omissions?	
COMMENT		
Appendices	2. Was all student identifying information removed prior to the peer review and, whenever possible, the anonymity of the instructor(s) assured?	
COMMENT		
Appendices	3. Are all documents (attachments, etc.) essential to reviewer understanding present? [exception for secured testing materials]	

COMMENT		
ARF/RFF 5A/B/C/D	4. Have numerical results been reported (e.g., frequencies/percentage of student attainment of benchmarks, trend analysis, rubric levels or checklist results, etc.) or is the SAC conducting a qualitative analysis?	
COMMENT		
OVERALL COMMENT		
	TOTAL Y/NA	/4

SAC Participation/Coordination

ARF/RRF CHECK POINTS		Y/N/NA
ARF/RRF 2A/3E	1. If part-time faculty teach a course being assessed, are both full and part-time faculty evaluating student work?	
COMMENT		
ARF/RRF 5F/7A/7B	2. Are there plans to inform all relevant members of the SAC of the results of the assessment project and to provide the necessary training (if needed)?	
COMMENT		
OVERALL COMMENT		
	TOTAL Y/NA	/2

Assessment Process

ARF/RRF CHECK POINTS		Y/N/NA
ARF/RRF	Is this a 'Preliminary/Exploratory assessment project? If so, mark	

2H	items 2 and 3 below 'NA'.	
ARF/RRF 2C	1. Was a direct assessment conducted or was a compelling rationale for using an indirect assessment presented?	
COMMENT		
ARF/RRF 2I/J/K/5A	2. If population is not used, does the sample size meet LAC guidelines?	
COMMENT		
ARF/RRF 2I/J/K/5A	3. Does the assessment use the population or a recommended sampling strategy (*i.e. random, systematic, or stratified*)?	
COMMENT		
ARF/RRF 6A	4. If a rubric was used, was inter-rater reliability at recommended levels (70% or higher)?	
COMMENT		
ARF/RRF 5C/D	5. Does the report show a meaningful way of reporting numerical results? Specifically, are 　1. benchmark attainment rates reported directly (without averaging away meaning); and 　2. has summary outcome data been reported in a meaningful, disaggregated way?	
COMMENT		
OVERALL COMMENT		
		TOTAL Y/NA
		/5

Student Achievement

ARF/RRF CHECK POINTS		Y/N/NA
ARF/RRF 3B/5C/5E	1. Are benchmarks identified or is this identification in process?	
COMMENT		

4

ARF/RRF 5D/5E/5F	2. Is the description of student achievement, and possible changes to tools and processes, clearly connected to the identified outcome?	
COMMENT		
ARF/RRF 5/6/7	3. Are the SAC's responses consistent with the data?	
COMMENT		
OVERALL COMMENT		
	TOTAL Y/NA	/3

Overall Narrative Feedback

Summary

CATEGORIES	SCORE
Summary Data Reporting	
Overall Mechanics of Reporting	
SAC Participation/Coordination	
Assessment Process	
Student Achievement	
TOTAL	/17

Message from the LAC Chair and Vice-Chair:

Thank you for participating in the ongoing assessment of our students achievement! This is valuable work that sometimes requires additional support: get in touch with the LAC chair or

vice-chair (Chris Brooks and Wayne Hooke), or with your assessment coach if you have questions about last year's project, this feedback, or next year's project.

Best wishes!

Chris & Wayne