

District Assessment Coordinating Committee

Purpose and Structure

The District Assessment Coordinating Committee will serve as MCC's primary body for creating, reviewing, and evaluating all assessment activities relevant to the college's mission. This would include but is not limited to general education, career and technical education, workforce development, and student services.

The Vice Chancellor of Academic Affairs and Technology is the district's chief academic officer and is responsible for ensuring that assessment has the required financial, technical, and administrative support. The DACC will report its recommendations to the Vice Chancellor for final approval.

The Office of Institutional Research and Assessment shall provide the DACC with technical support and process expertise to ensure that the development of methodological constructs meet quantitative and qualitative standards. This office will also assist the DACC with assessment conclusions and production of formal reports.

DACC Membership

The committee will be made up of faculty, staff, and administrators from throughout the district, and will be chaired by a full-time member of MCC's faculty. By agreement, at least 60 percent of the DACC must be faculty. An equal number of faculty voting members will be distributed to all five campuses. Composition of the committee is as follows:

- 3 faculty members from each campus; at least 6 from general education, 3 from career/technical programs, and 3 from developmental education
- The dean of instruction from each campus
- 1 counselor
- 1 representatives from student services
- Director of Institutional Research and Assessment
- Director of Career and Technical Education

Upon agreement between the DACC Executive Committee and the Vice Chancellor of Academic Affairs and Technology, and based upon institutional need, additional committee member may be added.

Resource members of the committee will include

- Director of Educational Services
- Director of Distance Education
- Director of Educational Programs and Employee Development
- Director of Student Development

The DACC chair will be selected from the faculty members serving on the committee and will also serve as a voting member of the District Instructional Coordinating Committee. In addition to the scheduling and conducting of DACC meetings and DACC Executive Council meeting, the chair will also provide the DICC with information essential to the construction of MCC's curriculum.

The DACC Executive Committee

The DACC will include an Executive Committee composed of a representative from each of the college's campuses and the Director of Institutional Research and Assessment. Responsibilities for this body include:

- Review of assessment and survey requests, identifying, compiling, and sometimes inviting resources to provide information and clarification before or during DACC meetings
- Facilitate and manage MCC's HLC Open Pathways Project cohort meetings, communication and knowledge management tools, and progress toward cohort goals
- Communicate with the Vice Chancellor of Academic Affairs and Technology, HLC mentors and resources, and other relevant entities to report progress and receive feedback; communicate this information to the DACC for discussion, actions, interventions, etc.
- Organize assessment and supporting requests, and make recommendations to the DACC and the Vice Chancellor of Academic Affairs and Technology regarding the employment of assessment resources

Charge to the DACC

The DACC will:

- Provide analysis of HLC accreditation criteria and improvement projects, create and administer corresponding assessment projects
- Collaborate with MCC officers and governance groups by participating in appropriate venues for defining and constructing strategic planning initiatives, e.g., student success, key performance indicators, etc.
- Support accreditation related to other institutional programs by reviewing assessment proposals and recommending required actions
- Develop and implement assessments of general education disciplines and the Associate in Arts degree
- Develop and implement assessment of career and technical programs and corresponding Associate in Applied Science degrees and certificates

- Develop and implement assessment of developmental education curriculum and programs
- Review of research proposals to the Institutional Review Board where appropriate
- Develop and implement assessment of student service support mechanisms