Course-Embedded Assessment of Online Courses
and
Guidelines for Comparison of Equivalent Learning Between
Online and Face-to-Face Courses

As is the case for all SSC courses, all faculty members who teach online courses—full-time, part-time, and adjunct—are responsible for collecting, analyzing and submitting Course-Embedded Assessment data for their online courses. There will be no exceptions. Course-Embedded Assessment of online courses will occur on the same schedule and adhere to the same guidelines as the Course-Embedded Assessment that occurs in conjunction with face-to-face courses. Online instructors should refer to the Course-Embedded Assessment Guidelines available on the SSC assessment webpage for further details.

The following guidelines apply specifically to the Equivalent-Learning Assessment of online courses:

1. Equivalent-Learning Assessment consists of comparisons of student learning between sections of online and face-to-face courses of the same course title.

2. The comparison of student learning between equivalent sections of online and face-to-face courses requires the aggregation of Course-Embedded Assessment results from all course sections of the same course title offered online and aggregation of all course sections of that same course title offered in a face-to-face format.

3. Equivalent-Learning Assessment must be administered at least once per academic year for all online course titles offered.

4. The lead responsibility for the completion, analysis and submission of Equivalent-Learning Assessment results will fall upon the Division Chair (or his/her designee) of the division offering the course.

5. Properly completed Online Course Equivalent-Learning Assessment forms should include appropriate plans for improvement and are to be submitted to the Dean of Instructional Compliance prior to a well-publicized deadline each year.

Approved by the Assessment of Student Learning Committee: 4/30/2014