**COMMITTEE ON COLLEGE ASSESSMENT (CCA)**

**TracDat Data Input Memo**

**Memo Date:** 10/10/2016

**To: Committee on College Assessment (CCA) Email:** Click here to enter text.

**From** Click here to enter text. **Telephone:** Click here to enter text.

**NOTES:** Click here to enter text.

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| --- | --- | --- | --- | --- |
|  | Curriculum Review  **\*Proposed Student Learning Outcomes (SLOs) must be included with this memo.** |  | Program | Course |
|  | Group A-Associate Degree (SLO) |  | Program | Course |
|  | Group B-Certificate Programs (SLO) |  | Program | Course |
|  | Group C-Administrative and Student Services Units (AUO/SLO) |  | Administrative Unit | Student Services Unit |
|  | Group D-Special Programs (SLO) |  | Program | Course |

**Unit Assessment Requirement**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please mark the assessment requirement completed:** | | | |
| **ASSESSMENT PLAN** | **DATA COLLECTION** | **ASSESSMENT REPORT** | **IMPLEMENTATION** |
| Click here to enter a date. | Click here to enter a date. | Click here to enter a date. | Click here to enter a date. |

For CCA Use Only:

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Review Team 1 |  | Review Team 2 |  | Review Team 3 |  | Review Team 4 |