

ALT Member Responsibilities and Liaison Role

The mission of LaGuardia's Assessment Leadership Team (ALT) is to guide and support LaGuardia's efforts around the assessment of Student Learning Outcomes, including the Learning Matters/General Education Core Competencies and Communication Abilities, as well as Program Learning Outcomes (PLOs), which are determined by program faculty and external accreditation agencies.

ALT facilitates and supports every stage of the assessment process, including assignment design, gathering and assessing artifacts of student learning, and helping academic programs and the College use data about student learning to "Close the Loop" by making changes that improve student outcomes.

1. **Member Responsibilities.** ALT members participate in meetings, in communication efforts, and at events. They attend monthly meetings to design and advance our collective goals, problem solve together, and collaborate on projects. Members lead or participate in norming and scoring for Benchmark Readings. Being a member of the Assessment Leadership Team implies a thoughtful, proactive presence, characterized by communication, interaction, and support.
2. **Liaison Role.** ALT members face outward to their programs and departments. As a liaison, ALT members are the interface between the Assessment Leadership Team and those programs and departments. This translates to communicating on-going goals, activities, messages, and projects to their departments, and relaying the same back to ALT. At routine times in the academic calendar, the liaison should remind department chairs and department faculty about important events, opportunities, and responsibilities, such as charrettes, showcases, and Digication deposits.

Above all, ALT members are a resource to their colleagues, their department and programs, and the College. ALT members are expected to support and lead initiatives and practices for the assessment of student learning outcomes at the College.