

Request for SLO stipend -2018/2019 Academic Year

In order to receive a \$100 stipend, a part-time instructor must complete an assessment plan, assessment results, and actions to improve learning. This work must be documented in CurriQunet and must be *authentic* (as described in the SLO assessment rubric).

Employee checklist (initial each of the following):

1. The information listed below is complete and accurate. _____
2. A printout of the CurriQunet workspace is attached or an assessment coordinator has signed off on the work. _____
3. Submit to your department chair. _____
4. Complete a timesheet (your assessment coordinator or SLOAC chair Laura Forlin lforlin@peralta.edu can provide this). _____

Department Chair checklist (initial each of the following):

1. I've reviewed the assessment plan, results, and actions. _____
2. I support the action plan(s) described. _____
3. If there are budgetary requests included, I support them. _____

All requests must be submitted to Laura Forlin (LANHT) for processing by January 5th (1 week after grades are due).

Date: _____

Instructor Name: _____

Employee ID: _____

Department: _____

Course Assessed: _____

Instructor Signature: _____

SLO Coordinator Signature (if needed): _____

Dept. Chair Signature: _____

SLOAC Chair Signature: _____

Date Submitted: _____