



## OPERATING PROCEDURE

Approval Date: 12/19/12  
Effective Date: 12/19/12  
Last Revised: 07/18/19

<b>Procedure Number/Name:</b>	010.003.001 – Instructional Outcomes Data Publishing
<b>Associated Rule Number/ Name:</b>	010.003.000 – Data Publishing
<b>Responsible Department:</b>	Instructional Services

### Overview

Assessment data that makes it possible to identify individual students - including elements with fewer than seven data points - will be kept confidential. The academic assessment coordinator will review all assessment data and redact anything that does not fit the criteria.

### Areas of Responsibility

Instructional Services, Academic Assessment Coordinator

### Operating Procedure Details

All course and degree, program or certificate assessment data will be routed to the academic assessment coordinator to ensure compliance with the Data Publishing Administrative Rule prior to public dissemination. The academic assessment coordinator will retain a record of redacted information.

### Further Information

Curriculum and Assessment Administrative Assistant  
(541) 506-6037

### References

1. CGCC Administrative Rule 010.003.000 – Data Publishing
2. CGCC Administrative Rule 040.018.000 – Course Outcomes Assessment
3. CGCC Operating Procedure 040.018.001 – Course Outcomes Assessment

### Forms

None