

Assessment Committee (AC)  
Annual Report 2007-08  
30 July 2008

Members: Shannan McNair (chair), Susan Awbrey, Sadi Bazaz (Winter term), Chris Clason (Winter term), Julie Granthen (Alumna), Eileen Johnson, Madelyn Kissock (Fall term), Beth Kraemer, Keyu Li, Charles Marks, Fran Meuser (Fall term), Carrie Motyka, Austin Murphy (Fall term), Pat Piskulich (Winter term), Ghassan Saed, Laura Schartman, Maura Selahowski, Bob Van Til (Fall term). Two students were named to the committee but one never attended, and one student attended one meeting. Support Staff at OIRA: Kay Palmer

The Assessment Committee met 14 times, for 1 ½ hours each, during the 2007-08 academic year, from September to May.

Highlights of the year's work:

- Reports and/or plans reviewed for 35 programs, including three proposed new programs.
- Revision of the Assessment portion of the OIRA website to update it.
- Revision of the committee rubrics for reviewing assessment plans and reports, development of an assessment plan template for faculty use.
- Workshops held:
  1. Kelly Funk from Michigan State on “Assessing Graduate Programs” with attendance of 24 (October 2007)
  2. Cathy Cheal and faculty panel on “Assessing Electronic Portfolios” with attendance of 40 (March 2008)
  3. Ken Wolf from University of Colorado, Denver on “Assessment Rubrics” with attendance of 38. (April 2008)
- Candidates for the Assessment Excellence Award reviewed and the 2007 Award presented to the Undergraduate Engineering program at Faculty Recognition Luncheon April 2008. Award plaque ordered (to be placed in Kresge Library lobby). It is important to highlight the number of programs *nominated* for the Assessment award. There were eight, all high quality: Human Resource Management, Nursing, Physical Therapy, Political Science, Master's in Special Education, Undergraduate Engineering, Wellness Health Promotion and Women's Studies.

The Assessment Committee's activities related to the “Senate's Charge to the Assessment Committee” in 2007-08 appear below.

**Charge:**

*1. To coordinate and advise on the planning and implementation of assessment by academic units;*

The Assessment Committee has distributed report due dates over a two year cycle, so reports for roughly ¼ of all programs are due each semester. Programs which still lack an approved assessment plan (of which there are now few) or which fail to submit reports in a timely manner are given the next due date and reminded.

When a unit receives a letter responding to their plan or report, they are given names of two members of the AC to contact with questions or concerns. In addition, before the response letter is sent the AC committee members follow up with units and arrange to meet with them in person when there are questions or concerns. This face-to-face assistance provides a positive “face” or “faces” to the AC and resulted in improved plans and reports in 2007-2008. Names of the program reports and plans reviewed during the 2007-08 year appear in the table at the end of this report.

Three assessment workshops were held, one drawing on the expertise of Cathy Cheal with EPortfolios and the experience of OU faculty, and two with experts from other settings: Kelly Funk from Michigan State University and Ken Wolf from the University of Colorado. In our Fall workshop, Kelly Funk provided insights into assessing graduate programs, from determining student learning outcomes to planning direct and indirect measures to assess outcomes. This workshop was also supported by the office of Graduate Study and the Graduate Council.

In the next workshop, co-sponsored by the Teaching and Learning Committee, Cathy Cheal and the faculty panel described the new Moodle tool, the EPortfolio, that can be used for unit assessment purposes. Faculty from units using or planning to use the EPortfolio tool for unit assessment discussed its use and provided ideas for units considering portfolios for assessment.

In the third workshop, Ken Wolf focused on rubrics for assessment: the rationale, their development and scoring. Each of the workshops was well attended and positively evaluated by participants. The EPortfolio workshop was intended as a series; in Fall 2008 another workshop will include faculty currently using the tool for assessment purposes.

Assessment Committee members chose the Undergraduate Engineering Program for the 2007 Assessment Excellence Award, presented by the Provost at the April 2008 Faculty Recognition Luncheon.

The Assessment Committee sponsored conference attendance at the Assessment Institute at IUPUI in October and Beth Kraemer attended. The AC is helping fund Maura Selahowski to attend a NASPA conference in June. She is liaising between the AC and Student Affairs assessment activities.

*2. To prepare an overall University Assessment Plan which meets the requirements of the North Central Association of Colleges and Schools and to consult with the staff of that*

*Association, as appropriate, to insure that the Plan and its implementation continue to meet Association standards;*

In 2005/06 under the leadership of then-chair Walli Andersen the AC updated the plan, available at [https://www2.oakland.edu/secure/oira/University\\_plan.doc](https://www2.oakland.edu/secure/oira/University_plan.doc).

The AC started an initiative to work more closely with Graduate Council to improve assessment of graduate programs. Shannan McNair attended a Graduate Council meeting in 2008 and Claire Rammel attended an Assessment Committee meeting.

*3. To advise and cooperate with the General Education Committee [(GEC)] in planning and carrying out assessment of the University's general education programs;*

The Director of Institutional Research and Assessment acts as liaison and sits on both the AC and the GEC. She advises the groups on general education assessment.

*4. To advise the Vice President for Academic Affairs, the University Committee on Undergraduate Instruction, and the Graduate Council on the findings of the assessment program and their implications for specific program reviews and for maintaining and improving the quality of undergraduate and graduate instruction in general;*

Copies of all responses to assessment reports are sent to the relevant deans and to the Vice President for Academic Affairs and Provost.

*5. To report to the University Senate and the Assemblies of the organized faculties on the findings of the assessment program and their implications for maintaining and improving the quality of undergraduate and graduate curricula and instruction at the University.*

This Annual Report serves at the Senate report on assessment findings for 2007-08; a copy is also sent to each Assembly.

**Programs reviewed 2007-08**

| <i>program</i>  | <i>plan</i> | <i>report</i> |
|---|-------------|---------------|
| <b>Revised Master's in Training &amp; Development</b> | X           |               |
| <b>Women's Studies</b>                                | X           |               |
| <b>English undergraduate</b>                          | X           |               |
| <b>Early Childhood PhD</b>                            | X           |               |
| <b>Nursing undergraduate RN to BSN</b>                | X           |               |
| <b>Human Resource Management</b>                      | X           |               |
| <b>Finance</b>  | X           | X             |
| <b>Modern Languages</b>                               | X           |               |
| <b>Industrial &amp; Systems Engineering Master's</b>  | X           |               |

|  |   |   |
|--|---|---|
| <b>Accounting</b>                      | X |   |
| <b>Mechanical Engineering Master's</b> | X |   |
| <b>General Management</b>              | X |   |
| <b>Early Childhood Master's</b>        | X |   |
| <b>Economics</b>                       | X |   |
| <b>English Master's</b>                | X |   |
| <b>SBA Core Curriculum</b>             | X |   |
| <b>Journalism</b>                      |   | X |
| <b>Psychology</b>                      |   | X |
| <b>Wellness, Health Promotion</b>      |   | X |
| <b>Early Childhood Master's</b>        |   | X |
| <b>Communication</b>                   |   | X |
| <b>Physical Therapy</b>                |   | X |
| <b>Art History</b>                     |   | X |
| <b>Human Resource Management</b>       |   | X |
| <b>Marketing</b>                       |   | X |
| <b>Exercise Science</b>                |   | X |
| <b>Physics</b>                         |   | X |
| <b>Music</b>                           |   | X |
| <b>Sociology</b>                       |   | X |
| <b>Philosophy</b>                      |   | X |
| <b>Modern Languages</b>                |   | X |

**Proposed & New programs reviewed 2007-08**

| <i>Other</i>  | <i>plans only</i> |
|---|-------------------|
| <b>Electrical &amp; Computer Engineering PhD plan</b> | X                 |
| <b>Japanese</b>                                       | X                 |
| <b>Rhetoric &amp; Writing</b>                         |                   |

Plans for the 2008-2009 year include:

- An Assessment Committee newsletter each semester highlighting effective plans and reports, assessment strategies, and resources
- Continuing the face-to-face teams working with units on plans and reports
- Use of Moodle to conduct committee work where each member of the committee can view plans and reports submitted and submit their review; a step toward a more “paperless” meeting format.
- Another EPortfolio workshop and the possibility of bringing Barbara Walvoord back to talk about “Effective Grading.”

