

Approved by Faculty Senate March 16, 2022

Ad Hoc Assessment Committee Proposal February 2022

The *ad hoc* Assessment Committee of the Faculty Senate makes the following proposals. (The third proposal was approved by the Faculty Senate in Dec. 2021)

A. Establish the Assessment Committee as ongoing

We propose that the Assessment Committee of the Faculty Senate be made an ongoing committee with representation from each college and the Office of Institutional Effectiveness. The Assessment Committee, each year, will oversee and maintain two groups: an Assessment Community of Practice in each college and a Faculty Workshop to evaluate biennial program assessment reports and provide feedback to those programs.

B. Assessment Communities of Practice

The Assessment Committee of the Faculty Senate will, each year, ensure that each college, or academic area that grants credit, assembles an Assessment Community of Practice made up of at least one faculty member from each department or program that produces a biennial program assessment report. Each college's community of practice will serve as a resource for departments in developing meaningful assessments and reports. The individuals will serve as advisors or facilitators and may conduct information and sharing workshops within their college or across the university.

Each community of practice will communicate with the Office of Institutional Effectiveness while programs prepare biennial assessment reports. Each community of practice should begin working with those responsible for biennial program assessment reports well in advance of the reports' due date.

The communities of practice should be formed early in the Spring semester. Faculty selected for each community of practice will serve for an unspecified term; if their professional or research interests align with the goals of the community of practice, they may contribute to the group for many years. Colleges may include students or outside experts on the community of practice in addition to at least one faculty member from each program. The community of practice members from a particular program may or may not be the person responsible for that program's biennial assessment report.

From time to time, members of the communities of practice may be invited to participate in local or national conferences or training in assessment. When appropriate, the university administration will provide funding for these opportunities.

C. Faculty Workshop to Evaluate Biennial Program Assessment Reports

The Ad Hoc Assessment Committee of the Faculty Senate proposes the establishment and funding of an Assessment Report Workshop to review and provide feedback on biennial program assessment reports.

The Office of Institutional Effectiveness will seek faculty volunteers who will participate in a training workshop and then review and provide feedback on biennial program assessment reports. (This process is based on the example of the Faculty Assessment Workshops associated with General Education Signature Assignments). This group of faculty will be trained to evaluate assessment reports; they will then divide into teams of two, and each team will evaluate four or five reports. The goal is that meaningful feedback will provide each program with ideas for improvement in teaching and learning, and guidance on how to make the assessment process and reports more meaningful.

Each year, on or about November 15., the Office of Institutional Effectiveness receives 35 to 40 biennial program assessment reports. This creates a need for perhaps 20 faculty to participate in the workshop and review process. If each individual is paid a \$200 stipend for a two-day workshop (or a half day workshop and team meetings online), the stipend cost would be \$4,000. Other costs may include meals and visiting experts to enhance the workshop.

Organization Chart

