



Academy for Assessment of Student Learning ACTION PLAN

1. **INSTITUTION:** Wayne State College

2. **PRIMARY CONTACT FOR ACADEMY (PERSON & E-MAIL):**

Name: Sue Sydow, Director of Assessment

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3. **DESIRED RESULTS OF ACADEMY PARTICIPATION:**

-An Action Plan for the assessment of General Education Program at WSC

-Develop a well defined process and sustainable general education program assessment plan with flowchart/mapping of key components/people/processes

-Sustainable General Education assessment plan that includes program curriculum revision based assessment data collected on assessment outcomes

-An Action Plan for Program/Departmental Assessment

-Systematic method of program assessment activities across the institution

-Accurate data for external reviews; i.e.: AQIP, NCATE, IACBE; Board of Trustees

(AQIP) Strategic Plan (2004-2006), November 2007

I. Teaching and Learning: Continuously improve academic quality and learning.

A. Strengthen Existing Curriculum

1. General Education

a. Systematically Review and Assess Progress

b. Revise Curriculum Based on Committee Findings

4. **SUMMARY OF PROPOSED STUDENT LEARNING PROJECT(S)**

(1)

Topic: General Education Program Assessment

Title: Assessment of Student Learning in the WSC General Education Program

Brief Overview of What will be Done:

Develop the process and assess the four goals of the WSC General Education program:

- ▶ **Develop expression** Foster communication skills that facilitate effective expression of ideas; (e.g. writing, speaking, reading, listening, and visualizing).

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- ▶ **Participate in methods of inquiry** Advance ideas and concepts through applied critical, logical, scientific, and creative thinking skills and processes.
- ▶ **Expand knowledge** Enhance awareness, understanding and appreciation of complex issues and diverse perspectives across a broad range of academic disciplines.
- ▶ **Encourage civic involvement** Develop a sense of civic responsibility and involvement in a diverse society.

Outcomes/Results/Sharable Products:

-A well defined process and sustainable general education program assessment plan for curriculum improvement based on assessment of outcomes with flowchart/mapping of key components/people/processes; look at assessing the “General Education Categories Learning Objectives” as a first step

-Publications, Checklists? Rubrics? Assignments? Portfolios? Capstone Project? Presentations? Refereed/juried/critiqued projects? CAAP- VSA testing results, ETS testing results? GPI Survey Results (Global Perspectives Inventory), incorporate Service Learning into civic involvement assessment?, create a General Education Assessment Procedural Guide for faculty?, create a General Education Program marketing brochure for students?

4. SUMMARY OF PROPOSED STUDENT LEARNING PROJECT(S) (CON'T)

(2)

Topic: *Academic Program Assessment*

Title: *Assessment of Student Learning in Programs*

Brief Overview of What will be Done:

Establish a campus-wide assessment system that reflects a sustained institutional commitment to assessing student learning in all programs. A three phase plan of assessment will be implemented.

Outcomes/Results/Sharable Products:

-All programs will submit Program Mission Statements, Program Goals, Objectives, and an Assessment Plan during Phase I.

-All programs will complete an annual assessment plan report describing assessment activities, key findings, and uses of results during Phase II.

-All programs will analyze data, develop an Action Plan and implement with budget requirements for program improvement during Phase III.

5. READINESS OF INSTITUTION FOR ACCOMPLISHING PROJECTS (ENTHUSIASM, RESERVATIONS, DRIVERS, OBSTACLES):

***Enthusiasm**--Committed and obligated to do Academy requirements: College President Dr. Richard Collings agreement. Faculty had 100% participation in first all-campus assessment retreat; faculty had 100% participation in Phase I of WSC assessment planning (Program*

Mission Statements, Program Goals, Objectives, and Direct and Indirect Measures of Assessment)

Reservations--*New general education curriculum*

Drivers--*Curriculum improvement, Retention, Student Success, External Accreditations--AQIP, NCATE, IACBE*

Obstacles--*Faculty support: commitment of time, faculty workload, finances/budgets*

6. CUSTOMIZATIONS & ADDITIONS TO THE BASIC ACADEMY ACTIVITIES YOU PLAN TO DO - EXCHANGE VISITS, ON-SITE SERVICES, ACCESS TO MENTORS, FOCUSED WORKSHOPS, VITAL FOCUS ON STUDENT LEARNING:

- *Virtual visits by Academy mentor*

-*Exchange visit with another institution*

-*Focused workshop conducted by the HLC/Academy on our campus with the Deans, General Education Committee, and representation from all four schools*

-*Attend Assessment Conferences, i.e. 2008 Assessment Institute in Indianapolis by IUPUI, October 26-28, 2008*

- *Ask HLC for a Speaker List arranged by topic: Writing, Critical Thinking, General Education Assessment, Building a Culture of Assessment, Retention, etc.*

-*Ask HLC if national accreditation processes could be more closely aligned: AQIP, NCATE, TEAC, IACBE, etc.*

7. OUTLINING YOUR INVOLVEMENT IN THE ACADEMY

Year One: Activities/Events

Required: Academy Roundtable & Post Portfolio to Electronic Network

- ▶ *Year One--ACADEMY PRE-PLANNING and ACADEMY ROUNDTABLE*
 - *Completed--Attend HLC Academy Information and Planning Workshop, January 2008*
 - *Required--Attend Academy Roundtable February 2008*
 - *Required--Attend HLC Annual Meeting (April 2008)*
 - *Required--Post Portfolio to Electronic Network by April 2008*
 - *Required--Electronic Network updates and mentoring*

Year Two: Activities/Events

Required: Electronic Network for Learning, Results, Feedback, Ideas

▶ *Year Two--ELECTRONIC NETWORK*

- *Required--Posting to Electronic Network for Learning, Results, Feedback, Ideas*
- *--Attend HLC Annual Meeting April 2009*
- *--Academy Mentor to WSC at WSC expense (minimal \$1,000 fee, plus travel expenses)? General Education Committee, Individual Departments, Entire Faculty Involvement*
- *--Virtual mentoring/visit?*

Year Three: Activities/Events

Required: Electronic Network for Learning, Results, Feedback, Ideas

▶ *Year Three--ELECTRONIC NETWORK*

- *Required--Posting Electronic Network for Learning, Results, Feedback, Ideas*
- *--Attend HLC Annual Meeting April 2010*
- *--Academy Mentor to WSC at WSC expense (minimal \$1,000 fee, plus travel expenses)? General Education Committee, Individual Departments, Entire Faculty Involvement*
- *--Virtual mentoring/visit?*

Year Four:

Required: Results Forum

▶ *Year Four--RESULTS FORUM*

Required--Compile and submit "Written Results Report"

Required--Attendance at Results Forum

Required--Construct a Sustainability Plan that includes publications and certificates of accomplishment

Required--Attend HLC Annual Meeting April 2011

- *Participate in Learning Exchange*
- *Showcase completed Project(s)—Assessment Initiatives*

8. PEOPLE, COMMITTEES, OTHER GROUPS TO INVOLVE IN ACADEMY

Leaders/Leadership Needed and How to Ensure Success:

Vice President of Academic Affairs, Director of Assessment, Deans, Campus Assessment Oversight Committee, General Education Committee, Program Department Chairs

People to Attend Roundtable:

- *Patricia Arneson, BSED--(General Education Committee)*
- *Gwen Jensen, CMAR--(General Education Committee)*
- *James O'Donnell, Dean; School of Arts and Humanities*

- *Phyllis Spethman, EDFL*
- *Sue Sydow, Director of Assessment*
- *Keith Willis, CLSP--(Former General Education Committee)*
- *Tami Worner, PSCM--(Former Department Chair and Interim Dean of NSS)*

People/Groups Involved in Student Learning Project(s):

General Education Committee, Deans of Schools, Administration (Vice President of Academic Affairs, WSC President), Assessment Oversight Committee, Program Department Chairs, Faculty

People/Groups to Maximize Electronic Network:

Academy Team Members (WSC Institution)

Others Ideally Engaged Sometime During Academy:

General Education Committee, Deans of Schools, Administration (Vice President of Academic Affairs, WSC President), Assessment Oversight Committee, Program Department Chairs, Faculty, (Publish Best Practices/Proceedings at WSC)

Extent of Inclusiveness Across Whole Institution:

Promoted at Fall and Spring Faculty Meetings, Semi-Annual Assessment Retreats, Departmental representative by the General Education Committee members, Departmental Program Assessment, WSC Newsletter, WSC Assessment Website

9. WAYS TO INTEGRATE WORK OF THE ACADEMY INTO OTHER INITIATIVES, GROUPS, PROCESSES (program review, self-study, academic planning, curricular revisions, faculty development, strategic planning, freshman year experience, etc.):

Entrench assessment into all endeavors--program review, self-study, academic planning, curricular revisions, faculty development, strategic planning, and new freshman year experience

10. PLAN FOR SUCCESS

--Results and Impact on/improvement of Student Learning:

- Establish benchmarks and target goals*
- Create a systematic method of assessment practices across the institution*
- “Close the Loop,” review data and make curriculum changes if necessary to improve student learning*

--Results and Impact on Teaching, Learning Environments, Institutional Processes/Systems:

- Improved teaching and learning environment*
- Make curriculum changes when need is determined to improve teaching and student learning*

--Results and Impact on people/culture of the Institution (research, learning, ideas, publications, good practices, ideas):

- Identification and publication of Best Practices/Proceedings*
- Enhanced institutional culture of assessment*
- General Education informational publication designed for students*
- General Education assessment publication designed for faculty*
- New faculty orientation*

--Sharable Products and Learning with Other Institutions:

- WSC General Education Assessment Plan*
- All-campus assessment day/retreats*
- Publications*
- Assessment Posters for HLC Annual Meetings*

--Evidence of Sustained Commitment to and Sustainable Processes for Assessing, Confirming, and Improving Student Learning:

- Ongoing review and revision*
- Annual assessment program reports*
- A systematic process of continuous improvement is developed, implemented and utilized; continuous improvement is an integral part of the AQIP accreditation process*

11. RESOURCES NEEDED (money, support, time, technology, access, etc.):

--Resources for Student Learning Project(s):

- Administrative financial support for Academy of Assessment participation*
- Instructional Improvement Grants, Faculty apply (\$18,500)*

--Resources for Other Academy Work:

- Office of Assessment Budget*
- Travel for Academy Team members*
- Mentor visitation*
- Assessment conferences*

--Other Resources:

WSC discretionary funds budget

--WHO will ensure resources are provided?

Vice President of Academic Affairs

Wayne State College President