

## University Assessment Committee (UAC)

### Annual Report 2014-2015

May 18, 2015

Members: Barbara Joyce (Chair), Rob Nehmer, Laura Schartman, Kuniko Nielsen, Chris Kobus, Shannan McNair, Kristin Landis-Piwowar, Mary Craig, Mary Sloan, Maura Selahowski, Rajeev Singhal, Richard Olawoyin, Sally Tardella, Shawn McCann, Stephanie Vallie, Frank Lepkowski

Support staff at OIRA: Reuben Ternes

Highlights of the year's work:

- Reports and/or plans reviewed for 33 programs, including an assessment plan for one new program, Forensic Nursing.
- Revision of the UAC Handbook was finalized and implemented.
- New templates implemented for OU faculty to complete their assessment report or plan. These new templates are designed to streamline the process for completing assessment reports or plans.
- Implementation of rubrics and streamlined review templates for Assessment Committee members.

Events held:

Two new faculty development opportunities were offered to OU faculty for the first time this year. These two opportunities were organized by Dr. Nehmer. Topic areas were based on identified gaps the UAC observed in programs undergoing review.

- Best Practices in Assessment (Jan 20<sup>th</sup>)
  - Departments of Music and Accounting, past Assessment Committee award winners, were invited to present examples of their best practices in assessment to OU faculty.
- Assessment Measures and Learning Objectives (Jan 29<sup>th</sup>)
  - This workshop by members of the UAC was held for OU faculty to assist in aligning their student outcome measures with assessment methods.
- Assessment Open House (February 5<sup>th</sup> & 6<sup>th</sup>)
  - The Assessment Open House is designed for OU faculty to answer questions about the review of their assessment plans or report and to answer questions about linking student learning outcomes to assessment. OU faculty meet with UAC members and can ask program specific questions in an informal setting.

Assessment Award:

- Awarded to English this year (undergraduate programs)

The Assessment Committee's activities related to the "Senate's Charge to the Assessment Committee" in 2014-2015 appear below:

**Charge:**

1. *To coordinate and advise on the planning and implementation of assessment by academic units.*
  - a. The assessment committee distributes report due dates over a two-year cycle, so reports for approximately 25% of all programs/departments are due each semester. Programs which still lack an approved assessment plan (of which there are very few) or which fail to submit reports in a timely manner are sent reminders each semester.
  - b. Assessment committee members work in teams to review plans and reports. The team provides a summary to the committee and prepares a response letter for the program/department.
  - c. When a program/department receives a letter responding to their plan or report, they are given the option of meeting with individuals from the UAC directly. If the team members have any questions or concerns about the plan or report, they will often meet face to face with a representative from the program/department to address their concerns before the response letter is sent. These face to face meetings have proven to be very helpful for both the committee and the programs/departments.
  - d. Names of the plans and reports reviewed during the 2014-2015 academic year are listed at the end of this report.
  - e. An "open house" workshop was held in February for representatives of university programs and departments to work directly, but informally with UAC members. There are two primary benefits from this workshop. First, draft versions of assessment plans and reports were given a 'first look' by UAC members so that suggestions for improvement could be incorporated by program representatives before a final draft was officially submitted to the committee. Second, the event was low key and supportive of faculty members in attendance, which served to enhance good will between the UAC and university programs.
  
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;*
  - a. The plan was updated in 2005/2006. NCA conducted a site visit in April 2009 that included a review of the university's assessment activities. The assessment committee continues to evaluate their processes and is making improvements as needed.
  - b. Our new plan template for external programs maps directly to the HLC language. Programs with external accreditation that have direct corollaries with the HLC language are allowed to use their accreditation process to satisfy UAC requirements. Programs

that do not meet all of the HLC expectations must use the normal UAC assessment process. This helps streamline the process for both the UAC and for programs with external accreditation.

3. *To advise and cooperate with the General Education Committee in planning and carrying out assessment of the University's general education program;*
  - a. One OIRA member (the Director of OIRA) sits on both the UAC and the GEC and acts as a liaison, providing valuable insight to both committee and apprising each committee of the other's work.
  
4. *To advise the Senior 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; and*
  - a. Copies of all response letters to plans and reports are sent to the relevant deans and to the Vice President for Academic Affairs and Provost. The Senior Associate Provost for Undergraduate Education is a member of the UAC.
  
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.*
  - a. This annual report serves as the Senate report on assessment findings for 2014-2015; a copy is also sent to each assembly.

#### Plans reviewed 2014-2015

1. Psychology (Grad)
2. Engineering Management
3. All Undergraduate Engineering Programs
4. Art History
5. Forensic Nursing
6. Linguistics (UG)
7. Communication (UG)
8. Occupational Safety and Health (UG)
9. Studio Art
10. Public Administration (Grad)
11. Public Administration (UG)
12. International Relations
13. Master of Training & Dev

## Reports reviewed 2014-2015

1. International Relations
2. Reading (PhD)
3. Ed Specialist (Ed Leadership)
4. Leadership (Master of Ed)
5. Music (UG & Grad)
6. Women & Gender Studies
7. Wellness, Health Promotion, & Injury Prevention
8. General Management
9. Biochemistry
10. Physics (MS)
11. Physics (PhD)
12. Anthropology
13. Graphic Design
14. Political Science
15. Biology (UG)
16. Public Administration (UG)
17. Early Childhood
18. English
19. Counseling
20. Training & Dev (Grad)