

Academy for Assessment of Student Learning Academy Electronic Network (Update October 2009)

Institution: Connors State College

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Please answer the following three questions based on your overall work in the Academy for Assessment of Student Learning.

Portfolio (or overall) Questions:

- Describe your plan for creating shared responsibility for assessing and improving student learning (100 - 200 words).

Addressed are four (04) areas of questions, identified during the Academy roundtable, regarding assessment of student learning in general education.

- Are our current general education objectives appropriate to our mission, programs, and degrees?
- Does our existing evidence (and current measures) demonstrate that students achieve our outcomes or do they need modification?
- How can we modify the use of evidence?
- How can we ensure shared responsibility among all faculty members and student support areas? Also, how can we ensure that students share in the responsibility and knowledge of assessment?

The plan addresses the four (04) questions, with the following general steps:

- Developing a written document with a description of the current seven (07) general education objectives,
 - Including a description of what is measured and how it is measured.
 - Including information identifying the “recommended” general education goals from the Oklahoma State Regents for Higher Education for comparison
 - Including other general education goals utilized by various institutions for comparison
- Utilizing the document for review by the Academy team
- After review by the Academy team, sharing with all CSC faculty, staff, and students for their input (and their awareness/knowledge)
- Based upon input, modifying general education student learning objectives and measurements if necessary
- Implementing changes
- Assessing general education student learning objectives
- Utilizing data from the assessment for strategic planning, budgeting, and academic modifications

- What is the broader impact of your Academy work on the institution, faculty and staff, students, or other stakeholders? How will this work influence the culture of your organization, build institutional capacity, advance teaching and learning...etc. (100 - 200 words)?

The broader impact addresses these questions:

- How can we modify the use of evidence?
 - All faculty, staff, and students (at least those who have CSC e-mail) are invited to be involved in the review and potential modification by providing the current description of the general education student learning objectives and asking for their review and comments. This has a two-fold purpose:
 - Ensure that all faculty, staff, and students have awareness/knowledge of current general education student learning outcomes.
 - Provide an opportunity for comment to guide potential modifications.
 - How can we ensure shared responsibility among all faculty members and student support areas? Also, how can we ensure that students share in the responsibility and knowledge of assessment?
 - Enlist support of area administrators to discuss these general education student learning objectives with their respective areas.
 - Include the review as part of the Academic Council (which includes academic program chairs) agenda and work.
 - Include the Academic Council and Assessment Committee in the actual development of modifications and implementation.
 - For students, provide an opportunity to review and propose changes (as listed above). Also, share any revisions with all students by e-mail, website, college catalog, and other methods of communication.
- Optional: What else is important to know about your work on assessing and improving student learning? (100 - 200 words)?

None at this time.

Please answer the following questions for the Student Learning Project your institution is working through its participation in the Academy for Assessment of Student Learning.

Project Questions:

- Student Learning Project (SLP) Title (10 word or less)

“Re-examine and Re-focus the General Education Student Learning Objectives”

- Describe the SLP in 100 - 200 words

The Student Learning Project focuses upon a review and modification of existing general education students learning outcomes. Existing general education student learning outcomes areas include:

- English
- Mathematics
- Reading
- Science
- Global Awareness/Knowledge
- Critical Thinking
- Citizenship Awareness/Knowledge

Current measures include both direct and indirect assessment tools, including the ACT CAAP (with comparison to national benchmarks and also comparison to students' entering competencies as measured by ACT and ACT Compass), CSC developed course embedded assessment, CSC developed alumni survey, CSC developed pre and post tests, and anecdotal evidence.

The review, modification, planning, implementation, and analysis of results will address:

- Developing measureable general education student learning outcomes to fit mission and institutional goals
 - Identify appropriate measures for assessing student learning outcomes
 - Identify best methods for collecting and analyzing data
 - Reporting data analysis
 - Utilizing data in budgeting and planning (Project Management)
- Please check the categories that best captures the content and scope of your project.

Examples:	<u>Nature of project</u>	<u>Degree level</u>
	General Education <	Associates Degree <
	Co-curricular/student affairs	Baccalaureate Degree
	Comprehensive Assessment System	Graduate Degree
	Faculty Development	

Assessment Cycle

Writing Outcomes <

Creating data collection instrument(s) <

Collecting data <

Analyzing data <

Using data to implement change <

- List the organizational area (departments, programs, divisions) most affected or involved with this SLP. (50 - 100 words)

Organizational areas most affected/involved include, in order of affect/involvement:

- General education program areas, such as communications (reading and English), computers, history, government, humanities, mathematics, and science
 - All academic Associate of Arts and Associate of Science program majors
 - Associate of Applied Science program majors
 - The assessment of student learning office
 - Student support areas
- Specifically, what are the desired results of this project? These results should be measurable, attainable, relevant, & time-bound (SMART). In addition, one or more of these desired results should (a) directly relate to student learning; (b) generate evidence of student learning; or (c) demonstrate improvement of student learning. (100 - 150 words)

Desired results include:

- Increased dissemination of information about general education student learning objectives.
 - Improved definition of student learning outcomes, ensuring that outcomes are measureable, reportable, and useful for planning and budgeting.
 - Improved methods of analyzing student learning outcomes data from potential revisions in measures and analysis activities.
 - Improved utilization of data from general education student learning outcomes in planning process (Project Management).
 - Increases in student learning, as measured by assessment tools.
- Please answer the following questions regarding planning and managing this Student Learning Project or post an internet link that clearly provides the pertinent information: **(The following questions are all addressed in Table 1 – Connors State College Implementation Plan General Education Student Learning Objectives.)**

- a. A detailed description of the activities/tasks that are necessary to ensure *each* of the above outcomes or results are met. For example, who will be doing what, step by step? (approximately 100 words)
- b. The timeline for *each* of the above activities/tasks. Each timeline should be on a quarterly timescale or finer. (approximately 50 words)
- c. A short rationale for the length of time (from implementation to completion) for the SLP. (approximately 50 words)
 - Describe how you plan to monitor the progress on this SLP (100-200 words)
What are the specific indicators (evidence) that will tell you if this SLP is successful or not? (100 -150 words)

Table 1.

Connors State College Implementation Plan -- General Education Student Learning Objectives Update October 2009 Updates are in italics and underlined.			
Goal	Associated Activities	Timeline Rationale*	Results Monitoring**
Developing a written document with a description of the current seven (07) general education objectives, <ul style="list-style-type: none"> o Including a description of what is measured and how it is measured. o Including information identifying the "recommended" general education goals from the Oklahoma State Regents for Higher Education for comparison. o Including other general education goals utilized by various institutions for comparison. 	<ul style="list-style-type: none"> o Identify and describe current general education student learning outcomes. o Identify and describe current assessment measures. o Provide information on the Oklahoma State Regents for Higher Education (OSRHE) suggested general education goals (from the <i>OSRHE Policy and Procedures Manual</i>, Chapter 3 Academic Affairs). o Provide examples of general education goals from other institutions. 	01/09 This is completed.	Completed document
Utilizing the document for review by the Academy team.	<ul style="list-style-type: none"> o E-mail document to team. o Through e-mail and personal discussion, discuss current outcomes and possible modifications. 	02/09 This is completed.	Review document with any suggestions provided and shared with "All CSC"
After review by the Academy team, sharing with all CSC faculty, staff, and students for their input (and their awareness/knowledge).	<ul style="list-style-type: none"> o E-mail document to all CSC faculty, staff, and students (all students who utilize CSC e-mail), requesting input. o Through e-mail and personal discussion, discuss current outcomes and possible modifications. o Discuss current general education student learning outcomes and plans for modification with Cabinet members at Cabinet Retreat, February 2009 (President, Executive Vice President, Vice President for Fiscal Services, Vice President for Student Services, Director of Muskogee Branch Campuses, and Director of CSC Development Foundation, Inc. – also included Director of Human Resources). o Add general education student learning outcomes to Academic Council agenda for January 2009 and February 2009 (includes all academic division chairs and representatives from the library learning center, assessment, and institutional research). 	02/09 This is currently in process. The e-mail has been sent to CSC faculty, staff, and students. <i><u>This is completed, but will be a continuous process as changes occur and as data is collected.</u></i>	Review document with any suggestions that are provided incorporated into further decision making
Based upon input, modifying general education student learning objectives and measurements if necessary	<ul style="list-style-type: none"> o Collect input and summarize comments/discussion. o Provide additional data from current assessment measures, including: <ul style="list-style-type: none"> • ACT CAAP • Embedded assessments • Alumni survey • Course pre and post tests • Other information, such as anecdotal o Provide summary to all CSC faculty, staff, students. o Academy team, Academic Council, and Assessment Committee will review input making recommendations for modifications. o Modifications will be presented to Academic Council and Cabinet for approval. o New plan will be developed by Academy team. o Any needed CSC developed measures will be completed. 	03 to 04/09 <i><u>This is completed. The updated "Review of General Education Objectives October 2009" lists the redefined objectives and measurements.</u></i> <i><u>We are still using the ACT CAAP and the same embedded assessments.</u></i> <i><u>We added a general education objective in the area of computer literacy.</u></i> <i><u>We also added the final essay, measured by a rubric in English Composition II to further assess writing. The final test in College Algebra was also added to further assess mathematics skills, as well as the final test in General Biology to assess science skills.</u></i> <i><u>The revised information will be integrated into our Assessment of Student Learning plan. Also the Assessment of Student Learning Committee is reviewing the entire plan.</u></i>	Based upon input received, data previously collected on existing general education student learning objectives, available funds, available personnel, and any other pertinent factors, develop a plan including revised general education student learning objectives, expected outcomes, measures, analysis of measures, and methods for incorporating into planning and budgeting.

Implementing changes	<ul style="list-style-type: none"> o General education student learning outcomes will be disseminated to all CSC faculty, staff, and students (also potential students through catalog and website). 	<p>06 to 08/09 Also will be continuous dissemination.</p> <p><u>This occurred and is still in process.</u></p>	Implementation of outcomes
Assessing general education student learning objectives	<ul style="list-style-type: none"> o Assessment measures will be implemented during the fall 2009 semester. o Data from measures will be collected, with primary responsibility in the Assessment Office. o Data will be analyzed. 	<p>Initially 09 to 12/09</p> <p><u>This is in process. The ACT CAAP testing has continued, without any stops.</u></p> <p><u>The use of the rubric in English Composition II is already being utilized. The testing for College Algebra is also already being utilized, as well as for General Biology.</u></p> <p><u>Embedded assessments will be reintroduced in spring 2010.</u></p>	<p>Implementation of measures</p> <p>Collection and analysis of data</p>
Utilizing data from the assessment for strategic planning, budgeting, and academic modifications	<ul style="list-style-type: none"> o Data from measures will be collected, with primary responsibility in the Assessment Office. o Data will be analyzed. o Analysis of data will be disseminated to all CSC faculty, staff, and students. o Faculty and staff will utilize (if appropriate) analysis of data in Project Management (CSC planning process). o Project Management input will be reviewed for strategic planning and budgeting. o Start cycle again. 	<p>Initially 01 to 04/10</p> <p><u>Project Management occurs in the spring semester so some results will be utilized at that time. It will probably be spring 2011 before general education assessment data is utilized fully.</u></p>	<p>Collection and analysis of data</p> <p>Incorporation of data into Project Management, assessment of student learning, and institutional assessment</p>

*Rationale: Based upon experiences with other assessment of student learning activities and institutional planning, these timelines are those anticipated for completing each phase of the Student Learning Project.

**Primary monitoring will be conducted by the Assessment Office, the Executive Vice President, Academy team, and academic division chairs.