

## MEMORANDUM

To: Dr. Diane Anderson, Vice President for Student Affairs  
Dr. Jennifer Bott Provost

From: Susan Caulfield, Chair - University Assessment Steering Committee Susan L. Caulfield

Date: July 26, 2018

Subject: UASC Annual Summary Report

On behalf of the University Assessment Steering Committee, I share a summary of our work throughout the 2017-18 academic year.

### Key Accomplishments:

- Created and implemented programming on assessment for faculty and staff across campus via "UASC Monthly Gatherings." These provide the opportunity to hear from UASC members on a specific topic within assessment for 15-20 minutes followed by casual atmosphere to learn about, discuss, and exchange ideas on areas of assessment of student learning. The program was created and topics were selected to meet the stated needs found in the 2015-16 Deans' Assessment Reports. UASC hosted discussions on defining student artifacts, clarifying student learning outcomes, and curriculum mapping.

-James Cousins received the Individual Assessment Excellence Award for his assessment efforts in the College of Arts and Sciences. He was nominated for his work to advance assessment methodologies at both the department and college level and to promote a culture change regarding assessment at both levels. His colleagues shared that he is passionate about the importance of formal assessment work which has led to many tangible changes in the way assessment is viewed and conducted throughout the college.

- The School of Public Affairs and Administration received the Unit Assessment Award for their exemplary commitment and comprehensive process of program assessment planning and execution of the Master of Public Administration program. They exemplify a department with a commitment to a culture of assessment and learning with a highly structured plan and department-wide participation, which has helped the School rethink ways to improve the program structure and its delivery.

- The Collaboration Assessment Award, was given to HCOB staff members Geralyn Heystek (Director of the Zhang Career Center), Danielle Field (Student Professional Readiness Series-SPuRS Program Manager), and Betsy Drummer (Director of Academic Advising). The three colleagues did an excellent job of collecting data systematically and collaboratively and using the results to make improvements in student learning of the content they deliver in the onboarding courses required by all incoming Business students.

- Awarded 2018-19 assessment grants totaling \$19,500 to:

William Charland (Frostic School of Art)

Adrienne Fraaza (Office of Student Transitions)

Pablo Gomez and Edmund Tsang (Electrical and Computer Engineering & Mechanical and Aerospace Engineering)

Ramona Lewis and Casey Dornhecker (Education Leadership, Research and Technology)

David Schuster (Physics)

Lisa Singleterry and Susan Caulfield (Bronson School of Nursing & School of Interdisciplinary Health Programs)

- Assessment in Action subcommittee facilitated the 9th annual WMU Assessment in Action Conference. Approximately 105 people attended representing a half dozen institutions (Kalamazoo College, Kalamazoo Valley Community College, Kellogg Community College, Rhodes State College, WMU, and WMU Cooley Law School); the keynote speaker was Linda Suskie, assessment and accreditation consultant. The 2018 Assessment in Action conference was a great success as we had record level attendance, many of whom were first time attendees. We soon begin our planning work for the 2019 Assessment in Action Day.

- Once again, as part of Fall Convocation's Teaching and Learning Bash, we had roundtable discussions on assessment, as well as an information table and posters from past assessment fellows awards. We appreciate this ongoing opportunity to highlight assessment efforts on campus.

- As part of our leadership development process, Marilyn Duke (CASP) served as vice chair and assumes the role of chair beginning with the 2018-19 academic year. Megan Slayter (Department of Dance) was elected vice chair for 2018-19.

- To assist in preparation for the upcoming Higher Learning Commission visit, we are helping the Office of Institutional Effectiveness (OIE) by surveying both academic and student support units on their progress with assessment, as well as impediments to assessment. We have compiled two reports, one on each, to be shared with OIE. In the upcoming academic year, we plan to pursue the action items we have identified and ensure that these summaries, including our recommendations, will be seen by multiple audiences. It is our hope that we can use this information to continue to build a stronger culture of assessment at WMU. We would like to share the summaries with you as well. They are attached with this memo.

Overall, our committee has been actively engaged in taking the pulse of assessment on campus, offered engaging opportunities to strengthen assessment on campus, and worked to keep assessment central to the mission of Western.

Your questions or suggestions are welcome as we prepare to continue our committee work in 2018-19. Thank you for what you do to support a culture of assessment at Western Michigan University.

C: UASC