

10 July 2019

TO: Dr. Diane Anderson, Vice President for Student Affairs  
Dr. Jennifer Bott, Provost and Vice President for Academic Affairs

FROM: Marilyn Duke, Chair  
University Assessment Steering Committee

RE: UASC Annual Report for 2018-19

The University Assessment Steering Committee has been quite active this past year.

### ***ANNUAL ASSESSMENT REPORTS***

The majority of our work was developing, distributing, and reviewing the annual assessment reports. A copy of the report template is attached.

The academic departments were asked to complete – as applicable – one report for an undergraduate program within their department, one report for a graduate program within their department, and one report for a certificate program within their department. The departments were asked to complete and return their reports by the end of February 2019. Of the 109 reports expected, we received 80 (representing a 73.4% response rate).

During the spring term, annual assessment reports were requested from the learner-support units (one per unit). Of the 65 reports expected, we received 59 (representing a 90.8% response rate).

### ***UNIVERSITY-WIDE ASSESSMENT DEVELOPMENT OPPORTUNITIES***

The UASC assisted with three assessment development opportunities – Fall 2018 Convocation, Assessment Allies Workshop, and the Assessment in Action Conference.

- **Fall 2018 Convocation.** At the September 14, 2018 convocation between the opening presentations and the President's address, the UASC staffed tables in the breakout room to address assessment issues. Some of the topics included: assessing graduate programs, assessment in WMU Essential Studies, and writing student learning outcomes.
- **Assessment Allies Workshop.** The workshops were scheduled for January 31 and February 1, 2019; however, the January 31 workshop was cancelled because of an inclement weather closure. Gavin Henning (from New England College) led the workshop focusing on assessment purposes, challenges, and solutions; outcome development; and assessment methods. It was well attended by faculty and learner-support staff.
- **Assessment in Action Conference.** A UASC subcommittee facilitated the 10<sup>th</sup> WMU Assessment in Action Conference held March 15, 2019. More than 100 administrators, faculty, graduate students, and staff attended the conference, including many participants from WMU and some individuals from Kalamazoo College, Kalamazoo Valley Community College, Kellogg Community College, and Rhodes State College. Jen Wells (Director of Assessment in the Office of Institutional Effectiveness at Kennesaw State University) was the keynote speaker – "What's Your Assessment 'Why'?". Additionally, she facilitated two workshops – Continuous

Improvement in Academic Affairs and Continuous Improvement in Student Affairs. Concurrent breakout sessions were offered on Writing and Connecting Learning Outcomes Across the Co-Curricular Environment (led by Marilyn Duke [Center for Academic Success Programs], Ciji Heiser [Student Affairs], and Anthony Helms [Lee Honors College]) and Curriculum Mapping as a Path to Success (led by Sue Caufield [Interdisciplinary Health], David Paul [Philosophy], and Cindy Visscher [Comparative Religion]). Evaluations from the conference overall and breakout sessions show that the conference was successful. Work has already begun in planning for the 2020 conference.

### ***EXCELLENCE AWARDS***

The 2019 UASC Assessment Excellence Individual award went to Matthew Ross (Finance and Commercial Law). In the nomination of Ross, it was indicated that he has made multi-faceted contributions related to his role as a 2016-17 WMU Assessment Fellow. He has published and presented on his scholarly work, employs his assessment research in the classroom, enhanced his WMU committee work, received additional grant funding, and worked with another department to improve a course based on his assessment research.

The 2019 UASC Assessment Excellence Unit award went to the School of Music Assessment Committee. According to the nomination materials, the team has transformed the previous assessment plan and outcomes tracking approach. The transformation has infused a culture of accountability with the unit's assessment enterprise. They focused on two universal student learning outcomes that balance the acquisition and application of knowledge and skills appropriate for each of their majors.

The UASC developed a new award this year to only be given in those years when an additional nominee is identified who excels in assessment; the award is the UASC Special Recognition Assessment award. For 2019, this award was given to Ewa Urban (Career and Student Employment Services) for the institutional impact her work (with the post-graduation survey and report) has on the campus community.

### ***ASSESSMENT FELLOWS***

Each year, the UASC awards fellowship grants to WMU faculty and staff for research on assessment that advances student learning and program quality. The 2018-19 fellows were:

- Susan Caufield (School of Interdisciplinary Health Programs)
- William Charland (Frostic School of Art)
- Casey Dornhecker (Department of Educational Leadership, Research, and Technology)
- Adrienne Fraaza (Office of Student Transitions)
- Pablo Gomez (Electrical and Computer Engineering Department)
- Ramona Lewis (Department of Educational Leadership, Research, and Technology)
- David Schuster (Physics Department and Mallison Institute for Science Education)
- Lisa Singleterry (Bronson School of Nursing)
- Edmund Tsang (Mechanical and Aerospace Engineering Department)
- Ewa Urban (Career and Student Employment Services)

For the 2018-19 year, a total of \$20,000 was awarded.

The 2019-20 grant applications were reviewed by a UASC subcommittee who recommended recipients to the full UASC. Of the ten applications, five were fully funded and one received partial funding (\$20,000 committed) as shown below:

- “Assessing On-Campus Student Employees’ Career Readiness” – Fellows Ewa Urban (Career and Student Employment) and Wayne Bond (Career and Student Employment)
- “Bronco Basic Needs: Assessing Students’ Unmet Needs to Clear Obstacles for Retention and Persistence” – Fellows Kelly Reed (WMU Signature) and Josh Conley (Invisible Need Project)
- “Engagement through Signature: The Student Perspective” – Fellows Allison Grime (WMU Signature) and Evan Heiser (WMU Signature)
- “Health Mentors Program” – Fellows Yvonne Jackson (Physical Therapy Department) and Debra Lindstrom (Occupational Therapy Department)
- “Plan It 4-Ward: Assessment of Student Awareness and Engagement” – Fellows Andrea Bau (College of Health and Human Development Advising) and Steve Booher (Office of Student Transitions) – partial funding.
- “Students Learn about Racism: Applying Evidence-Based Instruction” – Fellow Bridget Weller (School of Social Work)

The UASC Awards subcommittee explored the option of providing some smaller grants (up to \$500) for beginning assessment work. Further discussion will take place during the 2019-20 year.

### ***HLC PREPARATION***

In preparation for the HLC visit in April 2021, the UASC continued its collaboration with the Office of Institutional Effectiveness. Adriana Cardoso Reyes (Office of Institutional Effectiveness) was added as the HLC representative to the UASC, a new UASC position this year.

Additionally, the annual assessment reports previously mentioned will help the University in the reporting of our assessment efforts.

### ***UNIVERSITY-WIDE STUDENT LEARNING OUTCOMES***

Two members of the UASC (Duke and David Reinhold [Office of Assessment and Undergraduate Studies]) served on the Faculty Senate’s ad hoc Committee to Develop University-Wide Student Learning Outcomes. The committee developed and submitted to the Faculty Senate’s Executive Board proposed student learning outcomes. The recommendation currently sits with the Executive Board awaiting action.

### ***WMU ESSENTIAL STUDIES***

Members of the UASC helped facilitate sessions on assessment in support of the Faculty Senate’s WMU Essential Studies Executive Advisory Committee’s workshops on the design, development, assessment, and submission of courses for consideration for the new WMU Essential Studies program. Duke and Reinhold serve on the Executive Advisory Committee.

### ***COMMITTEE MEMBERSHIP AND LEADERS***

Each of the colleges, including the Graduate College and the Lee Honors College, have at least one representative on the UASC. Other members include members of the academic advising leadership,

Student Affairs, Office of Faculty Development, HLC representative, learner-support unit, Haenicke Institute for Global Engagement, University Libraries, Undergraduate Studies Council, Graduate Studies Council, and the Office of Assessment and Undergraduate Studies.

For the 2018-19 year, Duke served as chair; Megan Slayter (Department of Dance) served as vice chair. For the 2019-20 year, Slayter will serve as chair with Ciji Heiser (Student Affairs) serving as vice chair.

As shown by this report, the UASC has actively worked to garner data on assessment, promoted assessment opportunities, collaborated with the University community as needed on assessment issues, and fostered an assessment mindset amongst our colleagues.

Your comments, suggestions, and questions are appreciated as we head into the 2019-20 year. Thank you for your support of our work.

C: UASC