





faculty, staff, and students.

2.2.3 The basis for program assessment on campus should be the direct assessment of student learning and experience as determined by the program. Direct assessments rely on artifacts produced by the student over the course of the learning experience. Examples include but are not limited to: course-embedded work, pre/post testing, licensure examinations, performances and exhibitions, and portfolios of student work.

2.2.4 Indirect assessment of the student experience, such as surveys and focus groups, are essential forms of assessment, but should complement, not replace direct assessment of student learning.

2.3 Assessment is a central component of the program review process (Section 5 of this policy). Annual assessment reports developed during the review cycle should be used to answer questions about student success in the unit.

2.4 Results of assessment activities shall be reported along with practical action items for program improvement, including analysis and discussion of assessment methods, interpretations, and closing-the-loop activities.

2.5 Assessment results shall not be utilized in personnel actions, such as but not limited to instructor course assignments and other contractual consideration.

### **3. Assessment Plan**

3.1 Each unit will develop and implement an assessment plan of its Program Learning Outcomes (PLOs) aligned with Institutional Learning Outcomes (ILOs) and strategic priorities which will provide meaningful feedback to the unit for its planning. Plans will be developed for undergraduate and graduate degree programs.

3.1.1 Departments/programs/school shall articulate individual faculty, staff and student involvement with the assessment process in their unit assessment plans.

3.1.2 Program assessment plans are ongoing, and should be reviewed yearly and updated regularly, and copies should be sent to the Division of Academic Affairs and the College Dean or appropriate administrator.

3.1.3 Units should follow the procedures for developing and revising assessment plans as outlined in the procedural document on the Program Review & Assessment website.

3.1.4 Units should include assessments of progress made toward eliminating equity gaps.

3.2 The General Education Program should develop, implement and occasionally revise and update an ongoing assessment plan similar to that of academic units. For more information, please see the charge for the General Education Evaluation Committee.

## **4. Annual Program Assessment Report**

4.1 Each year, on a schedule



period. This MOU will be between the Division of Academic Affairs, and the program being reviewed. The MOU will be kept on file in the program or unit, the College, and the Division of Academic Affairs.

5.5.4 The final program review report and MOU will be posted on the Program Review and Assessment Senate website.

5.6 At the end of each academic year, the Chair of the Institutional and Program and Assessment Council will prepare a summary of all program reviews completed during the year and forward it to the Division of Academic Affairs and the Academic Senate.

## **6. Institutional Assessment**

6.1 Institutional assessment will be conducted by members of the Institutional Assessment Sub-Committee of the Institutional and Program Assessment Council (IPAC) Institutional assessment will focus on the University Strategic Plan, campus defined graduation requirements, and assessment for Institutional Accreditation (including WSCUC Core Competencies). The Sub-Committee shall:

6.1.1 Develop and recommend Institutional Learning Outcomes (ILOs) to the President and the Academic Senate.

6.1.2 Develop and norm rubrics for institutional assessment of ILOs.

6.1.3 Use rubrics to score artifacts from at least 5% of the students in courses with PLOs and assignments related to at least 2 ILOs per year.

6.1.4 Use data from program assessment in conjunction with other data related to ILOs to provide an Institutional Assessment report to the President, the Office of Program and Institutional Effectiveness (OPIE) and the Academic Senate

approval, except for those matters specifically delegated to the Committee itself. Moreover, the GEEC shall notify the General Education Governing Committee (GEGC) of all its recommendations, as described in the Policy on General Education (PS 21-09).

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**EFFECTIVE: Fall 2023**