

## Year-End Report

1. **Council:** Assessment Council

2. **Academic Year:** 2019-2020

3. **Council Members:** Cara Berg (chair), Sharon Ryan (chair\*), Amy Ginsberg, Michael Laughlin, Heejung An, Bela Florental (Ex Officio), Kendall Martin (Ex Officio), Barbara Andrew (Ex Officio), Sesime Adanu, Joelle Tutela (Ex Officio), Mark Arnowitz, Julie Nagle, Priya Nagaraj

\*Through April 2020

### 4. Council Charges and Summary of Council Activities

#### Additional Charges

1) - Continue to work on the charge with the Advisement and Registration Council.

The council chairs of both Assessment and Advisement and Registration met and discussed the charge with the Councils. When the chairs had the beginnings of a proposal laid out, they discussed it with council members to see if they had any additional feedback or questions for the proposal. After receiving feedback from faculty members from our council on advisement, we begun to draft a proposal between the two councils. Discussions with the chairs of Advisement occurred before and after that meeting.

While we've made progress on our proposal, there is still more work to be done to finish it: the pandemic now alters this. There are questions about how this would look post COVID-19 and how data from one year to another may be affected.

2) Continue to work on our Blackboard Shell- right now it is mostly content, but we would like to turn it into an assessment "help desk" of sorts.

The shell exists, although there were questions in the group about the stakeholders and the access. During multiple meetings, discussions ranged from switching it to Sharepoint as people may be comfortable using it from Middle States work to keeping it in Blackboard.

The council was made aware of the multiple resources already existing on the Office of Institutional Effectiveness's webpage. Through additional discussions and meetings, the notion was made that perhaps the group should look to promote the resources on the Institutional Effectiveness website. Members of the council agreed that this would be beneficial to the campus community as there are less places to "click" to find the resources and would put them in contact with the members of that office.

## Standing Charges

1) The Assessment Council shall carry out its charges within the context of the current Assessment Policy and the “Principles of Assessment”, adhered to by this institution. On this campus, assessment is distinct from evaluation. Assessment at WPUNJ shall be defined as “the measurement of course, program, and other student learning outcomes, as well as university-wide curricular initiatives, for the purpose of improvement.” To enhance our educational environment, assessments will be designed that:

- (1) Better articulate the educational goals
- (2) Provide means for collecting information on the progress towards the goals
- (3) Disseminate results to faculty and staff involved, who will consider possible modifications in that which has been assessed.

2) The Council’s principal functions shall be to:

- (1) Inform and educate the university community regarding issues and trends in relation to assessment (e.g. via an annual newsletter, and annual university forum).
- (2) Act as consultants for assessment projects campus-wide, including program reviews.

*(Note: I’ve answered Standing Charges 1 and 2 together)*

We enhanced our council members with the addition of Sesime Adanu, the Executive Director of the Office of Institutional Effectiveness. This is extremely beneficial as the group now has input and feedback from that office: our work can be more streamlined and we are less likely to duplicate content. An example of this is the idea of changing the Blackboard Shell to assisting the Office of Institutional Effectiveness with their website.

In our final meeting, we discussed a survey for faculty on their experiences with assessment activities after the move to online from in-person. The council noted the survey recently done by IRT’s Center for Teaching with Technology as an example on the move to online instruction. While we initially discussed recommending that designing and distributing the survey be a charge for us for the 2020-2021 academic year, we realized it would be essential to have that information prior to the fall 2020 semester. The council very quickly developed a survey to send out to all faculty and adjuncts on their assessment activities.

In addition to contacting the Faculty Senate Executive Committee as this was not in our additional charges, we also reached out to Gamin Bartle at IRT to ensure the survey did not duplicate earlier questions. We also contacted Provost Josh Powers and Associate Provost Sandy Hill who viewed the survey prior to the distribution and provided feedback.

Commented [WD1]: Charge for 20-21: Data analysis and recommendations?

Our survey was distributed shortly after grading ended and, as of the writing of the report, is still open for faculty and adjuncts to share their feedback and challenges. We look forward to reading the responses and using that data to better assist faculty and adjuncts.

#### **5. Recommended Charges For The Next Academic Year:**

We will have the results of our survey on assessment to disseminate and discuss with the appropriate stakeholders. We do understand some of that information will need to be shared prior to the start of the fall semester (particularly if the campus is fully remote at that point). However, the council will still need to review results and analyze the data.

**We do wish to continue working with the Advisement Council, but we are unsure what the changes will be to that charge due to the COVID-19 pandemic.**

We also want to continue our collaboration with the Office of Institutional Effectiveness. We ask that our charge about assisting promoting their website be made with consulting them about what their expectations for us would be so we have a clear objective of what to do.

Finally, as a council, we know that our charges are to assist the campus with assessment activities, but sometimes there is confusion about what that exactly entails, what is ours to do and what isn't. **We ask if it's possible that our charges be more measurable: we think this will assist us with our work and benefit the campus community.**