

Ad Hoc Student Learning Assessment Committee

Report May 6th, 2021

The Ad Hoc Student Learning Committee has completed the charge below and recommends approval of the items in this report.

Charge:

Creation of an Ad Hoc Student Learning Assessment Committee with the intent of adding an additional FS committee to the bylaws this year for next year

Purpose of the Committee: Integrate general education assessment information, FYE program assessment information, academic assessment information, and co-curricular assessment information regarding student learning at MSU for the purpose of identifying patterns and opportunities to flow into the strategic planning and budget process to improve student learning.

Membership: Two members from the following committees: FYE program, Co-curricular Assessment Committee, General Education Committee, Academic Assessment Committee

Charge:

1. **Articulate institutional goals that incorporate all goals related to student learning**
2. **Establish an assessment cycle process that is shared by all assessment at MSU moving from assessment of program specific goals & outcomes, to review of those specific results, to communication of results to strategic planning retreats and committees in order to have strategic planning connect to budgeting, both short and long term.**
3. **Make recommendations regarding ongoing purpose and function of the committee as a full FS committee**

Charge #1 Articulate institutional goals that incorporate all goals related to student learning

Following the appointment of the Ad Hoc committee, we worked on our first charge. We examined institutional level goals from over 20 other institutions and then also reviewed the SLGs for the four programs on campus focused on assessment of student learning: FYE, co-curricular, general education and academic program assessment. We presented proposed University Goals on Assessment Day and gathered feedback via a survey. Minor changes were made to reflect feedback and proposed goals were brought to Faculty Senate and approved on April 1, 2021. [Here are those goals as approved:](#)

Purpose statement: We have formulated university student learning goals that unify student learning assessment information from General Education, Academic, First Year Experience, and Co-Curricular programs. This information enables us to see how the university is working to meet our student learning goals and to convey that information to the strategic planning and budget process.

University Student Learning Goal 1: Depth and Breadth of Integrative Knowledge

University SLG: Graduates have depth and breadth of knowledge, skills, and dispositions essential for success in their chosen profession.

University Student Learning Goal 2: Personal Development

University SLG: Graduates have knowledge, skills, and dispositions essential for continued personal development and lifelong learning.

University Student Learning Goal 3: Engagement with Others

University SLG: Graduates collaborate with and productively lead diverse groups to achieve mutually beneficial outcomes.

University Student Learning Goal 4: Civic Engagement

University SLG: Graduates demonstrate social intelligence coupled with civic engagement to promote the common good.

University Student Learning Goal 5: Inquisitive Minds

University SLG: Graduates are curious about the world and the perspectives of others.

2. **Charge #2 Establish an assessment cycle process that is shared by all assessment at MSU moving from assessment of program specific goals & outcomes, to review of those specific results, to communication of results to strategic planning retreats and committees in order to have strategic planning connect to budgeting, both short and long term.**

The Ad Hoc Committee recommends the following assessment cycle and procedures for assessment activities at Minot State University:

1. Assessment reports for the previous academic year will be due October 1
2. Assessment plans for the current academic year will also be due October 1
3. All assessment reports and plans are submitted to the Director of Academic Assessment
4. The Director of Assessment reviews all reports and sends feedback to individual departments or programs submitting reports (each co-curricular program, each academic program, the General Education program, and the FYE program) by November 1st
5. An Executive Summary is then written by the Director of Assessment no later than November 1st for each broad area (Academic Assessment, General Education, FYE, and Co-Curricular) and sent to the VPAA, as well as to the appropriate committee chair or co-chairs (the Chair of the Academic Assessment committee, the Chair of the General Education committee, the Co-Chairs of the Co-curricular committee, the FYE Faculty Advisory Board, and the Co-Chairs of the student Learning Assessment Committee).
6. The feedback provided in the executive summaries is then reviewed by each respective committee to ground actions of the committee in assessment information. The Director of Assessment will meet with each committee to facilitate review of the executive summaries.
7. The Student Learning Assessment committee will produce a report – see duty #4 in the list below) – by December 1st and provide that report (duty #5) by that deadline.
8. These changes to the assessment cycle process and procedures at Minot State University will ensure that assessment information relevant to planning and budgeting is available prior to budget hearings and deliberations by the Strategic Planning and Budget Council and President's Staff.
9. This timeline will mean that general education assessment will need to report on developmental content assessed fall to spring of the previous year, but courses will continue to be assessed on a three-semester rotation, resulting in a rotation of the developmental content examined in any one year.

Charge #3: Make recommendations regarding ongoing purpose and function of the committee as a full FS committee

The Ad Hoc Committee on Student learning Assessment recommends the creation of a regular Faculty Senate committee with the following name, membership, and duties:

Name

Student Learning Assessment Committee

Membership

Co-chair: Director of Assessment and one faculty member elected by the members of the Student Learning Assessment Committee in the spring of each year for the upcoming year.

One member from each committee (Gen Ed, Academic Assessment, FYE) to serve as a liaison and three faculty members elected at large. In addition, two members of co-curricular are selected by the Chairs of Co-Curricular, one of whom must be a staff member involved in the co-curricular assessment process. All members are voting members.

Duties

1. Review all four Executive Summaries of the assessment reports submitted by the FYE, General Education, Co-Curricular, and Academic Assessment committees, and extract information relevant to our University Goals and the budget process.
2. Review the executive summaries of the NSSE, FSSE, SSI, PSOL surveys and extract information relevant to our University Goals and the budget process.
3. Collect institutional data disaggregated by ethnicity, age, gender, first-generation college student status, mode of delivery of program when possible. This data may include other demographic variables at the discretion of the committee, such as employment, place of origin, and student-athlete status.
4. Summarize the collected information into a report that reflects on our University Learning Goals and recommend specific actions and initiatives to the Strategic Planning and Budget Council.
5. Provide copies of the report to the Strategic Planning and Budget Council, President of MSU, the VPs, the committees producing the original assessment reports (FYE, Co-curricular, General Education, and Academic Assessment), FS, SS and SGA.