



## Director of Assessment

### Feedback on Co-curricular Assessment

May 4, 2021

Dear Dr. Geller, Mr. Harmon, and Dr. Kana,

This document provides an update on co-curricular assessment for the year of 2020-2021, including activities of the Co-curricular committee, the Ad Hoc Student Learning Assessment Committee, and myself as the Director of Assessment.

- 1. Sharepoint:** Previous to this year, Sharepoint files were organized by academic year, which made it somewhat difficult for specific programs to locate their materials. I have added a folder to "Annual Program and General Education Assessment Reports" (in the VPAA Sharepoint site) titled "Co-Curricular Assessment by Program" to enable participants in co-curricular assessment, and those in the university community at large, to more easily access reports, plans, and feedback -- and have done the same for Academic Assessment and General Education Assessment. In addition, I added a folder titled "\_CC Committee Executive Summaries" that will allow for the archiving of, and ongoing access to, the Executive Summaries of Co-curricular assessment. I also put the most recent reports, plans, appendices and feedback from the Director of Assessment in the appropriate program folders. Naming conventions have also been established for all files in Sharepoint associated with assessment in order to more easily locate materials.
- 2. Indirect Administrative Support:** Indirect administrative support has been provided to the co-curricular process at MSU through the purchasing of *Presence* by the Campus Life office and through the support of Dr. Kana and Mr. Harmon's time co-chairing the committee and uploading materials to the MSU website. We are gauging interest among the co-curricular programs in using this same application.
- 3. Assessment Templates and Feedback Templates:** I have attached to this email the feedback templates that were adopted for use in 2020-2021 and that we plan on using for 2021-2022. The rubric from the first year of assessment is still provided as a guide so that programs understand the expectations, but programs did not feel as though it provided them enough information to make improvements.
- 4. 2<sup>nd</sup> full year of assessment:** During this year (2020-2021) the five offices who were the initial programs engaging in co-curricular assessment continued with their programs. In addition, six programs were added for initial assessment efforts during 2020-2021. Efforts are currently underway to add an additional five programs to the assessment process for next year and, when completed, this will mean that every office originally identified as offering co-curricular opportunities to students will be engaged in the co-curricular assessment process.

**5. Assessment reporting going forward:** Exactly what the process of assessment reporting, review, and feedback will look for 2021-2022 will depend on what action Faculty Senate takes in relation to the recommendations of the Ad Hoc Committee on Student Learning Assessment. The general format will remain the same and is now designed to parallel the process in academic assessment and general education assessment. Templates for plans, reporting, recommendations, and action items changed at the beginning of 2020 in order to keep them consistent with the templates being used in other assessment areas and the plan is to continue to use these templates. The potential change is in relation to executive summaries. This year, the chair of the Co-Curricular committee wrote an executive summary based on the feedback provided to programs by the Director of Assessment. The Ad Hoc Committee on Student Learning Assessment is recommending that executive reports be written by the Director of Assessment for Co-Curricular assessment and reviewed by the committee. The goal is to provide more continuity across executive summaries.

Co-curricular assessment has definitely had a steep learning curve this year and last year, but everyone involved has worked to improve their assessment practices and their programming for students. We have made progress this year through the collaborative efforts of the Co-curricular Committee, the Ad Hoc Student Learning Assessment Committee, your offices, and myself as the Director of Assessment. I am confident that the programs involved in co-curricular programming will continue to improve as we move forward into our third year of assessment in 2021-2022. If you have any questions not addressed in this report, just let me know!

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Borden-King", with a long, sweeping horizontal stroke extending to the right.

Lisa Borden-King

Director of Assessment