



# KEAN

## Introduction

This document's purpose is to communicate the following:

- ☐ Guiding principles for assessment
- ☐ 2017-2018 assessment initiatives
- ☐ Expectations for documenting assessments
- ☐ Assessment examples
- ☐ Assessment due dates
- ☐ Assessment support staff and resources

## Guiding Principles

- ☐ Faculty are the content experts.
- ☐ Effective assessment processes are useful, cost-effective, reasonably accurate and truthful, carefully planned, and organized, systematic, and sustained<sup>1</sup>.
- ☐ Assessment results:
  - provide convincing evidence that the institution is achieving its mission and goals, including key learning outcomes<sup>1</sup>.
  - are shared in useful forms and discussed widely with appropriate constituents<sup>1</sup>.
  - lead to appropriate decisions and improvements about curricula and pedagogy, programs and services, resource allocation, and institutional goals and plans<sup>1</sup>.

<sup>1</sup>Developed by Middle States (2005) "Assessing Student Learning and Institutional Effectiveness: Understanding Middle States Expectations" pp.4-7.

## Student Learning Outcomes Annual Assessment Plan



## 2017-2018 Assessment Initiatives

1. Submit **Annual Program Assessment Plans** that specify the SLOs being assessed and the direct measures used to assess them (**DUE Oct. 31<sup>st</sup>**).
2. Submit reviewed and revised **program curriculum maps** (**Due Feb. 14<sup>th</sup>**)
3. Conduct and submit program assessment reports that show evidence of "closing the loop" (**DUE JUNE 30<sup>th</sup>**).
4. For specified academic programs, complete program reviews (**DUE JUNE 30<sup>th</sup>**).

# How Should Kean Document Assessment?

## Student Learning Outcomes (SLOS):

Clearly articulated statements of what each institution expects its students to learn at the course, program, and institutional levels (Middle States SLA, 2007, p. 10).

- ❑ Institutional and General Education SLOs are articulated on the General Studies website: <http://www.kean.edu/KU/General-Studies-Mission-and-SLOs>
- ❑ Program mission and SLOs should be articulated on the department's program web page.
- ❑ Course SLOs should be articulated on each course outline and syllabus (Middle States. (2011). Characteristics of Excellence. Standard 11, p. 41).

**Example:** Students will be able to evaluate information and its sources critically.  
(Derived from AAC&U VALUE Rubric for Information Literacy)

## Direct Measures:

Provides evidence in the form of student products or performances. Such evidence demonstrates that actual learning has occurred relating to a specific content or skill.

### Course Level Examples:

- Course and homework assignments
- Examinations and quizzes
- Term papers and reports
- Research projects
- Case study analysis
- Rubric (a criterion-based rating scale) scores for writing, oral presentations, and performances
- Artistic performances and products

### Program Level Examples:

- Capstone projects, senior theses, exhibits, or performances
  - Pass rates or scores on licensure, certification, or subject area tests
  - Employer and internship supervisor ratings of students' performance
- [Middle States Commission on Higher Education. (2007). Student Learning Assessment: Options and Resources. (2nd ed.) pp. 28-29.]

## Closing the Loop:

Provides evidence that assessment results are used to improve teaching and learning.

### Institutional Level Example:

- Develop a required information literacy program that includes examples of erroneous conclusions drawn from reviewing inappropriate sources.

### Program Level Example:

- Change capstone course from a special-topics course to a course that requires an independent, integrative project.

### Course Level Example:

- Revamp required course to include several practice assignments drawing on scholarly research skills in the discipline.

[Middle States Commission on Higher Education. (2007). Student Learning Assessment: Options and Resources. (2nd ed.) pp. 65-66, 69.]

# Academic Program Reviews

The following Academic Program Reviews **are due electronically June 30, 2018**. Program Review Guidelines are located within “Accreditation and Assessment Resources” on the Office of Accreditation and Assessment web site:

<http://www.kean.edu/offices/accreditation-and-assessment>.

No Hard Copies



Electronic Copies ONLY



## COLLEGE OF BUSINESS & PUBLIC MANAGEMENT

- ❖ B.A. Criminal Justice
- ❖ B.S. Finance
- ❖ M.A. Criminal Justice
- ❖ M.B.A. (Global Management, Executive Option)

## COLLEGE OF EDUCATION

- ❖ M.A. Special Education
- ❖ B.A. Fine Arts (Teacher Certification Option)
- ❖ M.A. Fine Arts (Education)
- ❖ B.A. Music Education (Teacher Certification Option)
- ❖ B.A. Theatre (Teacher Certification Option)

## COLLEGE OF LIBERAL ARTS

- ❖ B.A. Economics
- ❖ B.A. Psychology
- ❖ M.A. Holocaust & Genocide Studies
- ❖ B.F.A. Studio Art (Photography Option)
- ❖ B.A. Music (Conservatory)
- ❖ B.F.A. Theatre Design and Technology
- ❖ B.F.A. Theatre Performance
- ❖ B.M. Music Performance and Pedagogy

## MICHAEL GRAVES COLLEGE

- ❖ B.F.A./B.I.D. Design [Graphic Design & Interior design]

## NATHAN WEISS GRADUATE COLLEGE

- ❖ M.A. Educational Administration
- ❖ M.A. Counseling
- ❖ M.S. Occupational Therapy

## NJ CENTER FOR SCIENCE, TECHNOLOGY & MATHEMATICS

- ❖ M.S. Biotechnology

## 2017-2018

### Assessment Timeline

**October 31:** Submit annual program assessment plans identifying the SLOs being assessed and the direct measures used to assess them.

**February 14:** Submit revised program curriculum maps

**December 21:** Collect Fall semester data.

**May 11:** Collect Spring semester data.

**JUNE 30:** Submit program assessment reports that show evidence of "closing the loop". email: [assessment@kean.edu](mailto:assessment@kean.edu)

**JUNE 30:** For specified academic programs, complete program reviews and submit a copy to OAA. email: [assessment@kean.edu](mailto:assessment@kean.edu)

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### What Should Kean Document Regarding Assessment?

When submitting information on their assessment efforts to the [Middle States] Commission, institutions are expected to document:

- ☐ clear statements of key goals, including expected student learning outcomes;
- ☐ an organized and sustained assessment process (referred to in some Commission documents as an "assessment plan") including:
  - institutional guidelines, resources, coordination, and support for assessment;
  - assessment activities and initiatives that are presently underway;
  - plans to develop and implement future assessment activities and initiatives;
- ☐ assessment results demonstrating that the institution and its students are achieving key institutional and program goals;
- ☐ uses of assessment results to improve student learning and advance the institution. (Middle States SLA, 2007, p. 56)

## Assessment Support

The Office of Accreditation and Assessment (OAA) is located in Townsend 126 (T-126)

Ms. Susan DeMatteo, Director  
T: 908-737-3356, F: 908-737-7035, [sdematte@kean.edu](mailto:sdematte@kean.edu)

Ms. Karolina Wolfe, Associate Director  
T: 908-737-3352, F: 908-737-7035, [agwolfe@kean.edu](mailto:agwolfe@kean.edu)

### OAA Website

<http://www.kean.edu/KU/Office-of-Accreditation-and-Assessment>

## Assessment Plans due October 31, 2017

### Resources

- ❖ AAC&U Assessment Website:  
<http://www.aacu.org/resources/assessment/index.cfm>
- ❖ Assessment Update: Free Articles:  
<http://www.assessmentupdate.com/article-directory.aspx>
- ❖ Internet Resources for Higher Education Outcomes Assessment Website:  
<http://www2.acs.ncsu.edu/UPA/archives/assmt/resource.htm>
- ❖ Middle States Website: <https://www.msche.org/>
- ❖ Middle States Commission on Higher Education (2006). *Characteristics of Excellence in Higher Education: Requirements of Affiliation and Standards for Accreditation*. Philadelphia, PA: Middle States Commission on Higher Education.
- ❖ Middle States Commission on Higher Education (2007). *Student Learning Assessment: Options and Resources. Second Edition*. Philadelphia, PA: Middle States Commission on Higher Education.
- ❖ Suskie, L. (2009). *Assessing Student Learning: A Common Sense Guide*. San Francisco, CA: Jossey-Bass.