Proposal for Changing Course-Level Assessment Deadlines:

The current course-level assessment reporting deadlines are February 15 for Fall semester course assessments and September 15 for Spring semester course assessments. The rationale for the current deadline dates was to allow extra time for faculty to meet, engage in dialogue and complete reports. However, problems with these deadlines have led to the following proposal and rationale. The rationale for this proposal highlights how the new deadlines will resolve some of the current problems.

Proposal: Change the deadlines for submitting course-level assessment reports to deadlines that coincide with the course grade due date set for each semester (typically one week after the Friday of finals week). The assessment reporting due date would be at the end of the same semester as the assessment was conducted. The “reset” of course outcomes and report entry for the next year would occur sometime in the summer, such as June 1 or July 1.

Rationale:

a. Assessment reports would be completed during the same semester as the assessment was administered, providing a more recent review of student performance.

b. Moving the deadlines to the end of each semester would allow more focus on Program-Level assessments and reporting during the beginning of each semester, as part of Convocation and Flex days.

c. A due date at the end of the semester allows Associate Faculty to participate in the dialogue and report, which may not be possible the following semester if the faculty are not rehired. In addition, this change would ensure that assessment is conducted within same contractual period as the associated instruction.

d. A due date at the end of the same semester will allow for more current evaluation of assessment compliance. Currently, we are not able to evaluate compliance for an academic year until after September 15 of the the following fall.

e. New course outcomes approved in one academic year would be available at the beginning of the following academic year. Currently, faculty have to wait until after September 15 to conduct assessment planning for new course outcomes.

This proposal was agreed upon by the members of the Assessment Committee (6-Oct-2014)