

## Plan for Assessment of General Studies/Academic Foundations 2006-2007

August, 2006	CUTLA will prepare and circulate a TIP sheet with advice about assessment in General Education and alerting faculty to the urgency of engaging in effective assessment of General Education during the Fall Term.
September 6, 2006	Department chairs from the 18 departments that participate in General Education and their assessment liaisons will convene with Dean Jane Halonen, Dr. Tom Westcott, and the Interim Director of the Center for University Teaching, Learning, and Assessment (Dr. Claudia Stanny) to discuss the Student Learning Outcomes identified for assessment, to establish direct measures based on embedded assignments or exams for these assessments, and to establish the timeline for the collection and report of assessment data in the Fall 2006 term. Minutes will be kept of this meeting.
September, 2006	As needed, the Interim Director of CUTLA will schedule individual meetings with department chairs to refine the assessment methods for their department. Minutes will be kept of these meetings.
October 1, 2006	Chairs will submit a memo to Dr. Barbara Lyman, VP Academic Affairs, reporting the status of their plans to implement assessment data collection during the Fall Term. Departments will identify two SLOs in the Academic Foundations (ideally in two different domains), describe the method of assessment to be used, and identify the class(es) in which assessment will take place.
December 22, 2006	Department chairs or their assessment liaison/assessment committee chair will draft a summary of the assessment data collected during the Fall Term. This summary will be submitted to the Center for University Teaching, Learning, and Assessment no later than December 22, 2006. If a department fails to collect assessment data during the fall term, it must submit an action plan with a specific time line and identification of resources to ensure that assessment data will be collected during the Spring 2007 term.
January, 2007	Department chairs and assessment liaisons from the 18 participating departments will convene to discuss their assessment data and discuss student learning in General Education. The agenda for this meeting will include the following: What did departments learn from their assessment data? What actions can be taken to improve student learning in future terms? Establish assessment plans for the following cycle (Fall 2007): Identify SLOs to be addressed by each department; determine which courses will be used for collection of assessment data; evaluate and possibly revise assessment methods used; discuss potential changes in teaching activities; identify needs for faculty development to improve student learning in General Education. Minutes will be kept of this meeting. The departmental summaries of assessments will be included in the minutes.
January, 2007	Consultations with department chairs that must collect assessment data during the Spring 2007 term.
June, 2007	Department Chairs will include information in their annual report on the impact of assessment evidence obtained in General Education/Academic Foundations on decisions about the structure and teaching of General Education courses in their department.