ASSESSMENT NEWS

MISSION: Cloud County Community College prepares students to live successful lives and enhances the vitality of our communities.
*GUIDING VALUES: **Success**: We champion individual success. **Excellence**: We are committed to excellence. **Service**: We make a difference. **Integrity**: We do what is right. **Diversity**: We are better together. **Accessibility**: We ensure every student has opportunities. **Sustainability**: We are **Black**, **Gold**, and **Green**.*

📅 Dates to Remember:

December 15: Suggested deadline to receive feedback from academic Department Review committees.

December 15: Division Dean and VPAA compose Plan of Action for Academic Departments.

January 12: Course outcome assessment and Instructor Assessment Report due. Submit your course assessment reflections to the appropriate assignment in your department Canvas course. Remember that Fall 2017 is the first semester where all part-time faculty (adjuncts, online, concurrent) are participating in course outcome assessment. Assessment training is located in Canvas Department courses under the "Modules" link.

January 16th: Submit Spring 2018 course syllabi to Department Chairs via the assignment in your department Canvas course.

January: Develop budget requests using information from the 2016-2017 academic Department Review. Departments should see a clear link between review reflection and budgetary planning.

February 1: Hard deadline for Step 5 of academic Department Review. Departments should be prepared for discussions with Vice Presidents regarding zero-based budgeting, facilities needs, Information Technology needs, and Recruitment / Retention.

📄 The Instructor Assessment Report

What types of information should you include in your report?

During the December Assessment Committee meeting, the committee discussed the type of information that is most helpful to include on the reports.

1. When addressing "areas of concern," include the course, the specific assessment data (ex. 2.15/3), and a reflection about what seemed to impact students meeting standards. Mentioning the specific score makes future reflection on changes more convenient.

2. When addressing changes you have made and plan to make based on assessment results, make sure you keep track of these changes from semester to semester. For example, if you decide you will change an assignment one semester, reference that change in a future report.

3. Keep your reports in one location on your computer. This will make it easier to track and reflect on fluctuations in results from year to year.

To find and submit your report, go to your Canvas Department Course. If you do not have access to a Canvas Department Course, contact mmalone@cloud.edu or astrait@cloud.edu.

Assessment Coordinator
Marc Malone
mmalone@cloud.edu
785-243-1435
Ext. 343

What's Inside?

⇒ Important Dates
⇒ How to fill out your Instructor Assessment Report
⇒ Assessment Awards
⇒ Academic Integrity Log
⇒ Faculty Reflect on Course Assessment
⇒ Gen. Ed. Update
⇒ January In-Service

Assessment Awards:

This year, at the May faculty and staff appreciation luncheon, the Assessment Committee will give both an Individual Faculty Assessment and Department Assessment award. Nominations are made by Department Chairs and Division Deans.

How are we doing?

At the December meeting, the Assessment Committee reviewed faculty feedback on our Course Outcome Assessment process. Here were common themes from that discussion:

Changes We've Already Made:

⇒ Plagiarism: "It was mentioned yesterday during the General Education [Retreat] … that cheating was quite prevalent this semester. Needless to say it's not possible to adequately assess course outcomes if the questions have been correctly answered by cheating." As of 12/2017, there is once again a plagiarism log in the Assessment shared drive.

Common Requests / Suggestions:

⇒ "A sharing among instructors of best practices would be helpful."

⇒ "I would encourage all departments to put an example of several completed forms on their department course shell—so that people can have a model. It might work well for the assessment committee to identify a few examples for different disciplines and put them in the assessment shell, so that training "new" assessors is easy."

⇒ "Five minute moments in a few faculty meetings."

⇒ "We need more training on using Canvas analytic tools and course design. It is easy to say, 'Go do it!', but we need practical guidance, break-out sessions, and increased contact hours with [experienced] faculty. This way, we are able to learn and apply throughout the semester. I think we get bogged down mid-semester and feel like we just can't add anything else to our plates. I think if we offered small roundtable discussions, more often, it would be a tremendous boost to our morale, and our teaching effectiveness. Jamie Durler is definitely on the right track offering some sessions this past month. We need more of those and on both campuses."

We're doing better as an institution…

⇒ "I feel we are working in the right direction on improving assessment at this time. We have access to the past information. There is also a director to answer questions and give direction."

⇒ "The process seems to be much more [straightforward] and the electronic version is now coming together much better than in the past."

But not always…

⇒ " The process continues to be cumbersome and inconsistent in evaluating student performance. The only real proof of assessing a students' success or failure within our technical program is they are able to gain employment and they were successful in retaining that job and advance with the [company's] framework."

And we still need to refine how we store this information for future use and trend analysis…

⇒ "Instructors need easy access to [to] the past assessment information. Not only access to the last semester's information, but to multiple semesters of past information."

Faculty Development at the January All-Faculty In-Service

The in-service on January 8, mandatory for all full-time faculty, will include conference-style faculty development presentations. Attendees will have the opportunity to attend two of the following presentations:

⇒ First Days: Building Community in the Classroom

⇒ Canvas Nuts and Bolts

⇒ Using Smart Boards to Engage Active Learning

⇒ Assessment: Starting Off on the Right Foot

The topics were pulled from a survey of full-time faculty administered by the Faculty Development Coordinator early in Fall 2017.

The Academic Integrity Log Returns

How to report plagiarism:

Increased plagiarism has popped up as a concern in department meetings, in General Education meetings, and in Instructor Assessment Reports. As a faculty member, what are your responsibilities when dealing with plagiarism?

If you have a student who has plagiarized, it may be a learning opportunity for the student, or it *may* be a more widespread issue.

As a faculty member, you have rights to determine how you handle plagiarism within your classroom (Policy D17), but in order to identify when it's a larger issue, Deans are now tracking plagiarism issues with an Academic Integrity Log.

When students plagiarize, report the student to your Division Dean. The Dean will log the issue, let you know if it is a problem that extends beyond your classroom, and take any further action (based on policy D17), if necessary.

General Education Committee Update

The General Education Committee continues to work on recommendations for revising general education requirements and general education assessment outcomes. Recommendations will not be ready for the 2017-2018 catalog. As an instructor, you should continue to follow and incorporate general education outcomes for the coming academic year. For more information about general education outcomes and general education assessment, please contact mmalone@cloud.edu.