

PROGRAM REVIEW AND ASSESSMENT COMMITTEE
~ Annual Summary of Activity ~
Academic Year 2000-2001

The following report outlines and discusses major themes that resulted from the presentations, discussions, and achievements of the Program Review and Assessment Committee (PRAC) and its members during the 2000-2001 academic year. PRAC continued to meet monthly and provide guidance, feedback, and support as the schools at IUPUI worked to advance their assessment activities. During the 2000-2001 academic year, the committee placed greater reliance on subcommittees to provide leadership on a variety of issues because of the complexity of the issues and increased workload before the PRAC.

Theme One: Annual Reports

The school-wide annual reports provide an important tool for improving the assessment of student learning. The report from the Faculty Associates revealed opportunities to improve the annual reports so that assessment activities in the schools are more fully articulated. The committee agreed that the matrix format or a narrative report could be submitted and that future reports should provide a summary of past experience, but the focus should be on building on the report from the previous year. The consensus was that this focus should encourage the schools to document their assessment activities more completely and provide a continuous record of their efforts.

A subcommittee (Paul Brown, William Agbor-Baiyee, Sharon Hamilton, Russ Vertner, Robert Lehnen) was appointed to develop guidelines for providing feedback on annual assessment reports to ensure that the annual reports strengthen the assessment component and to help the schools in their quest for continual improvement. The subcommittee will act as a review agent for the annual reports to provide feedback on the completeness of the reports in the five key areas, which are identified on a checklist. The subcommittee would provide feedback to the schools/units, perhaps through a volunteer system of consultants/mentors.

Observational Outcomes:

- Continued discussion of reporting of student learning outcomes
- Annual reports submitted
- Subcommittee recommendations for providing feedback on annual assessment reports

Theme Two: Faculty Associates for Undergraduate Learning

During the 1999-2000 academic year, a group of Faculty Associates received stipends of \$5,000 to review campus-wide efforts to implement the Principles of Undergraduate Learning (PULs). The IUPUI Faculty Associates and their areas of responsibility were:

- David Bostwick (Critical Thinking)
- Rick Ward (Intellectual Breadth, Depth, and Adaptiveness/Integration and Application of Knowledge)
- Rebecca Van Voorhis (Society and Culture/Values and Ethics)

The Faculty Associates reviewed annual reports and met with faculty from each of the schools to determine areas of strength and needed improvement in the schools' efforts to

implement the PULs. The work of the Faculty Associates showed that the schools are generally on target with respect to incorporating the PULs into the curricula. The discussions, annual reports, and other documentation showed that the schools have identified their approaches to the PULs and strategies for applying and improving the skills embodied in the PULs. Areas that need to be strengthened include providing stronger documentation for the way in which the PULs are operationalized and the assessment component. Specifically, the schools need to focus on evaluation, gathering and reporting of evidence of progress, and how the evidence of progress is used. As the discussions progressed to the end of the year, the members agreed that during the next academic year, PRAC will focus on strengthening the assessment components of the implementation of the PULs.

Observational Outcomes:

- Faculty Associates' oral and written reports ("Phase I of a Study on Student Learning")
- Continued discussion of the implementation of the PULs
- Faculty Associates' presentation at the Moore Symposium

Theme Three: The Path to IUPUI's Re-Accreditation by the NCA

The upcoming NCA site visit and assessment guidelines were discussed throughout the year. Vice-Chancellor Banta provided a summary of the IUPUI plan for accreditation and the 1992 NCA recommendations. There were four NCA concerns: 1) lack of a mission statement, 2) lack of assessment program for general education, 3) uneven assessment of undergraduate achievement, and 4) the absence of a regular program review for graduate programs. The PRAC undertook several activities related to these areas of concern.

Early in the academic year the members informally surveyed their schools and reported on the status of NCA levels of implementation at the department, school, and campus levels. The informal survey results were collated into a matrix in an effort to provide insight into the types of information that might be of interest during the site visit. The members reinforced the need to use these informal surveys for informational purposes only rather than as evaluative indicators. The informal surveys coupled with discussions of the schools' achievements/strengths and challenges for the 2000-2001 academic year provided the framework for continuing discussion and refinement of the PRAC's activities with respect to progress in student learning, teaching, and assessment of learning.

In mid-year, a subcommittee (Irene Quiero-Tajalli and Jim McDonald) provided feedback along with the committee as a whole on the IUPUI Goals for Teaching and Learning section of IUPUI's Mission Statement. The document was revised and further discussion and feedback was provided to Vice-Chancellor Banta.

The members also provided Vice-Chancellor Banta with comments on two documents on the IUPUI self-study: "Phase I of a Study on Student Learning" and "NCA Self-Study on Student Learning and Retention."

At the end of the year, the members reached a consensus on a format for the self-study on assessment, which will be the primary work product for the next year. The following understandings will guide the self-study: 1) the reports will be PRAC's primary work product, 2) the report content and coverage will be left to the discretion of the individual academic units, 3) previously collected information can be used to prepare the reports, and 4) the report will include

a factual and reflection component that addresses what students have learned, how they have learned it, and satisfaction with results.

Observational Outcomes:

- School reports on NCA levels of Implementation—Patterns of Characteristics Grid
- School reports on the Achievements/Strengths and Challenges for the Coming Year
- Review and recommendations for IUPUI Mission Statement
- Review and recommendations for “Phase I of a Study on Student Learning”
- Review and recommendations for the “Teaching and Learning” Section of IUPUI’s Mission Statement
- Review comments for “Phase I of a Study on Student Learning” and “NCA Self-Study on Student Learning and Retention”

Theme Four: Grant Reports and Awards

The committee did not hear from previous awardees on projects funded by PRAC, but the committee did award new grants.

PRAC established a standing subcommittee to evaluate proposals. The membership of this subcommittee for the academic year 2000-2001 included Barbara Jackson, Charlie Yokomoto, and Marianne Wokeck. This committee reviewed and recommended revisions, which were approved, to PRAC’s “Guidelines for the Development and Submission of Assessment Project Proposals” and reviewed three grant proposals. The deadlines for the submission of grant proposals were changed to October 16 and December 1.

Reports Made: None

Grants Awarded:

Susanmarie Harrington, Director of Writing; Sharon Hamilton, Director of Campus Writing; and Tere Molinder Hogue, Coordinator of the University Writing Center	Assessment Project Funding for a Council of Writing Program Administrators’ Consultant/Evaluator Visit of IUPUI’s Writing Program	\$2,000
Ken Rennels, Purdue School of Engineering and Technology	Development of an Outcomes Assessment Instrument for the Computer Integrated Manufacturing Technology Baccalaureate Degree Program	\$2000
Laura Lucas, Purdue School of Engineering and Technology		\$2000

Theme Five: University Program Updates

The members of PRAC were pleased to hear about different campus-wide projects focusing on assessment and student learning. These updates provided the members with insight into University-wide initiatives geared toward accreditation and notable initiatives useful to faculty members. The following presentations were given during the year:

- Sharon Hamilton, Director of Campus Writing, provided several updates on the Urban University Portfolio Project (a continuously evolving electronic self-study) and the assessment of student learning/accreditation
- Mark Shermis, Director of the Testing Center, provided an update on the Project Essay Grade (computerized scoring of essays)
- Drew Appleby, Director of Undergraduate Studies in Psychology, presented his findings from a collaborative research project looking at student awareness in the major and student perspectives on assessment.
- Mark Shermis, Director of the Testing Center, provided a report from the Academic Affairs Committee on competence-based education.
- Mike Wince, Institutional Research, provided an update on the use of surveys at IUPUI and the purpose of each survey.

Theme Six: Program Review Reports

The program review reports continue to provide members with an opportunity to see how others are assessing or making progress toward assessment and hear about changes initiated as a result of the program reviews. As has been the case in the past, each the two programs reviewed had different assessment needs or foci, but each program found the assessment process to be valuable and helped them move toward continual improvement. The following reports were given this year:

- Department of Anthropology Mid-cycle Program Review (Jeanette Dickerson-Putman, Chair of the Department of Anthropology)
- Department of Biology (N. Douglas Lees, Chairman of the Biology Department)

Additional Activities

While this report focuses on six major themes, additional activities occurred during the year. PRAC discussed and commented on the survey reports distributed by Information Management and Institutional Research. A subcommittee was appointed to report on the Student Satisfaction Surveys. Members who reported on the use of survey data were Gayle Williams (University College), Donna Boland (accreditation), Joe Kuczkowski (advising) and David Bostwick (faculty retention).

A subcommittee was appointed to report on a document, "Guidelines for Approval of Program Evaluation and Research" (Ken Duckworth, Barbara Jackson, and Vic Borden). After considerable discussion, the consensus of PRAC was that this information should be disseminated as part of faculty development and not used as a monitoring device.

At the end of the year, a subcommittee was appointed to review guidelines for reviewing administrative units (Karen Black, Suetta Kehrein, Katie Stanton, David Koerner, and Karen Black). This committee will conclude its work early in the 2001-2002 academic year.

Ingrid Ritchie provided an update on IUPUI committees responsible for curricular issues and asked PRAC members to comment on whether gaps existed in the oversight of curricular issues because of the inactivation of the Council on Undergraduate Learning. Members reached a consensus that there was a need for an organizing structure to provide oversight and direction to long-term strategies for academic matters, and there was strong sentiment that whatever vehicle was selected, it must be owned by the faculty and membership must be elected by the faculty.

Observational Outcomes:

- Subcommittee report on Student Satisfaction Surveys
- Subcommittee report and PRAC recommendations on proposed “Guidelines for Approval of Program Evaluation and Research” (feedback to William Plater, Dean of Faculties, and Mark Brenner, Vice-Chancellor for Research and Graduate Education)
- Consensus on the need for a faculty-led organizing structure to provide oversight of curricular issues

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