Title: #V- 5. Outcomes Assessment

Date: March 14, 2023 (Replaces version dated January 8, 2004)

Responsibility:

Assessments of student learning and development are ongoing collaborative efforts by faculty and administrators. Faculty are responsible for establishing learning outcomes for all degree programs and general education to evaluate the extent to which students are achieving the stated learning outcomes. Furthermore, faculty are responsible for developing course learning outcomes. WVU Parkersburg follows a decentralized approach to assessment, with faculty responsible for assessing program- and course-based student learning. Administrative area heads are responsible for assessment of co-curricular student learning related to their area of responsibility. The overall responsibility for Outcomes Assessment rests with the Vice President for Academic Affairs.

Goals:

The goal of outcomes assessment is improvement of student learning and the enhancement of educational programs and co-curricular programs which contribute to student learning. For assessment to be effective, faculty and administrators should document and share strengths in student learning as well as areas where a need for improvement is indicated. Findings should be used to make curricular, instructional, and procedural changes that improve teaching and learning.

Process:

Academic Program Assessment
Each year, program faculty and administrators will complete an annual program review report summarizing the program's activity for the year, interpreting programmatic data, documenting program assessment activities and results, and recording any changes made to the program. The Outcomes Assessment Committee (OAC) will provide timely, constructive feedback to faculty about the clarity of objectives and the means of assessment. Every five years, programs provide a formal five-year program review that is a summary of the annual review reports and highlights significant actions taken by the program over the five-year period as well as recommendations for continuation or discontinuation of the program to the Vice President for Academic Affairs. The Vice President for Academic Affairs will present the five-year program review to the Board of Governors for its review and action in accordance with Board of Governors Policy C-01. The OAC will share instructions, a rubric, template, and select data each year to all programs.

General Education/Institutional Learning Outcomes Assessment
Departments wishing to have a course designated as a Foundational Learning Course (FLC) that support the Institutional Learning Outcomes must submit an application for the course to be considered by the OAC and

the College Curriculum Committee. Upon approval of the course as a FLC, courses complete assessment tasks on a cyclical basis. After assessment data is collected, the course will be reviewed to ensure it still meets the criteria to be considered a FLC. All courses designated as a FLC fall into one of the categories of Institutional Learning Outcomes (ILO). ILOs are formally assessed on a four-year rotating basis. Year one (Fall and Spring semesters) entail collecting assessment data. The second year is used to analyze data and prepare an assessment report which will be forwarded to the Vice President for Academic Affairs for review and discussion with the President. Faculty and departments then make course revisions based on the data collected. The changes are implemented the following four semesters (two Fall and Spring semesters). At that point, the cycle begins again with data collection. The OAC will maintain the timeline for assessment activities in accordance with this process.

Co-Curricular Assessment
Administrators who provide oversight for activities and programs that contribute to student learning will develop learning outcomes and assessment processes for their areas. Once developed, administrators responsible for co-curricular activities and programs which contribute to student learning will complete an annual review report summarizing the program's activity for the year, interpreting programmatic data, documenting program assessment activities and results, and recording any changes made to the program based on the data. The Outcomes Assessment Committee (OAC) will provide timely, constructive feedback to programs about the clarity of objectives and the means of assessment. The OAC will provide a periodic program review a minimum of every four years that is a summary of the annual review reports. This will highlight significant actions taken by the program to the Vice President for Academic Affairs.

Responsible Administrator: Vice President for Academic Affairs, 304-424-8242