January 10, 2014

TO: Deans, Campus Vice Chancellors, Associate Deans, Chairs and Assessment Leads for online degrees

FROM: Daniel J. Bernardo
Interim Provost and Executive Vice President

SUBJECT: Assessment of Online Programs

When WSU’s accreditation was reaffirmed in July 2013, the Northwest Commission on Colleges and Universities (NWCCU) gave the university a new recommendation — that is, a required action item — regarding assessment of student learning in online programs. Nationwide, this topic has been, and is expected to continue to be, a topic of concern.

- NWCCU Recommendation: WSU’s academic programs must “ensure that student learning outcome information from online programs and courses are consistently included in assessment processes.”

- The related peer evaluation report from spring 2013 noted that “Information on whether assessment includes learning outcomes information for students taking online programs or courses appears to be undocumented and unknown.”

To move forward on this accreditation requirement a one-semester task force consisting of staff from the Office of Assessment of Teaching and Learning, the Graduate School, and the Global Campus will work with assessment leads in departments with online degrees. The group will inventory how online degree programs are assessing students, share strong practices and successes, identify any gaps, and help ensure that program assessment plans and annual reports incorporate online students and courses. The next annual assessment reports are due by June 1, 2014, from all academic programs.

The attached document outlines the charge to the group, expected outcomes, and membership list. Thank you in advance for supporting this important effort.
Task Force on Integrating Assessment of Online Programs into Regular Program Assessment (updated 1-8-2014)

**Purpose:** To move forward on the accreditation requirement to integrate assessment of online students, courses and programs into regular program assessment

**Means:** A task force that meets monthly in spring semester (Feb – April), to help ensure that program assessment plans and annual reports incorporate online students and courses.

**Process:**
- Task force to be appointed by the Provost, with representation from all programs that offer degrees online or plan to offer an online degree in the next year, Global Campus, ATL and the Graduate School (draft list on pg 2)
- Task force will work with ATL to develop an inventory of online assessment by WSU programs that can be connected with regular program assessment.
- ATL will take the lead on conducting the inventory, and will provide results to the task force for review and discussion.
- Task force members will share successful practices and ways to address bottlenecks for online assessment and integration with regular program assessment.

**Outcomes:**
- In April, the task force will submit a brief report regarding their recommendations and results from the inventory, to the Provost, the Liaison Council for Undergraduate Assessment, and the Graduate Advisory Council.
- The inventory will give a snapshot of current assessment of online students, courses, and degrees, and identify strengths and any areas for attention.
- Successful practices and approaches, as well as inventory results, will be a resource for all WSU programs, to support assessment in ways that are useful to widely different programs; the task force will suggest ways to best disseminate this resource (e.g., through ATL and the Graduate School, Global Campus, colleges, and/or other).
- Participation on the task force is intended to help programs with their annual assessment report, due on June 1, which must include online degrees.
### Task Force for Assessment of Online Degree Programs, Spring 2014

Kimberly Green  
Pat Sturko  
Rebecca Vandervord  
Office of Assessment of Teaching and Learning  
Graduate School, Assessment  
Global Campus

<table>
<thead>
<tr>
<th>Undergraduate Online Degrees Currently Offered (June 2013)</th>
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<tbody>
<tr>
<td>Degree</td>
</tr>
<tr>
<td>BA Humanities</td>
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<tr>
<td>BA Social Sciences</td>
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<tr>
<td>BA Criminal Justice</td>
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<tr>
<td>BA Business Administration</td>
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<tr>
<td>BS Psychology</td>
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<tr>
<td>BA Human Development</td>
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<tr>
<th>Graduate Online Degrees Currently Offered (Dec 2013)</th>
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<tbody>
<tr>
<td>Degree</td>
</tr>
<tr>
<td>Agriculture</td>
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<tr>
<td>MS in Agriculture – Online Program</td>
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<tr>
<td>MS in Agriculture, Food Science, and Management</td>
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<tr>
<td>Business Administration (MBA)</td>
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<tr>
<td>MBA in Business Administration – Online Program</td>
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<tr>
<td>Executive MBA in Business Administration</td>
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<tr>
<td>Special Education</td>
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<tr>
<td>EdM in Special Education</td>
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<td>Sport Management</td>
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<tr>
<td>MA in Sport Management</td>
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<tr>
<td>Electrical Power Engineering</td>
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<tr>
<td>PSM in Electrical Power Engineering</td>
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<tr>
<td>Engineering and Technology Management</td>
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<tr>
<td>METM in Engineering and Technology Management</td>
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<tr>
<td>Molecular Biosciences (PSM)</td>
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<tr>
<td>PSM in Molecular Biosciences</td>
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<tr>
<td>Communication</td>
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<tr>
<td>MA in Strategic Communication</td>
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<tr>
<td>Criminal Justice</td>
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<tr>
<td>MA in Criminal Justice</td>
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Task Force for Assessment of Online Degree Programs, Contacts for Spring 2014

Kimberly Green, Office of Assessment of Teaching & Learning
Pat Sturko, Graduate School, Assessment
Rebecca Vandevord, Global Campus

kimberly.green@wsu.edu
psturko@wsu.edu
bvandevord@wsu.edu

BA Humanities & BA Social Sciences
Ana Maria Rodriguez-Vivaldi (Assessment Chair/School Director)
Thomas J. Whitacre (Assessment Contact)
amrodriguez@wsu.edu
twhitacre@wsu.edu

BA Criminal Justice
David Brody (Assessment Chair/School Director)
Melanie-Angela Neuilly (Assessment Contact)
brody@wsu.edu
m.neuilly@wsu.edu

BA Business Administration
David Whidbee (Assessment Chair/School Director & Assessment Contact)
Whidbee@wsu.edu

BS Psychology
Rebecca Craft (Assessment Chair/School Director)
Samantha Swindell (Assessment Contact)
craft@wsu.edu
sswindell@wsu.edu

BA Human Development
Thomas G. Power (Assessment Chair/School Director)
Deborah J. Handy (Assessment Contact)
tompower@wsu.edu
handy@wsu.edu

Agriculture (AFS)
Kimberlee Kidwell (Dept. Chair/Prog Dir)
Katie Nickels (Grad Prog Assess Update Rpt Prepared by)
kidwell@wsu.edu
kjnickels@wsu.edu

MBA
David Sprott, (Dept. Chair/Prog Dir)
Cheryl Oliver (Grad Prog Assess Update Rpt Prepared by)
dsprott@wsu.edu
oliverc@wsu.edu

Special Ed
Darcy Miller (Dept. Chair/Prog Dir)
Tariq Akmal (Grad Prog Assess Update Rpt Prepared by)
Ashima Singh (Assessment Contact)
darcymiller@wsu.edu	
takmal@wsu.edu
ashima.singh@wsu.edu

Sport Mgt
Kelly Ward (Dept. Chair/Prog Dir)
John Wong (Grad Prog Assess Update Rpt Prepared by)
Ashima Singh (Assessment Contact)
kaward@wsu.edu
john_wong@wsu.edu
ashima.singh@wsu.edu

Electrical Power Engineering
John Schneider (Dept. Chair/Prog Dir)
john_schneider@wsu.edu

Engineering & Technology Mgt
John Ringo (Dept. Chair/Prog Dir)
Patti Elshafei (Grad Prog Assess Update Rpt Prepared by)
ringo@wsu.edu
pelshafei@wsu.edu

Molecular Biosciences (PSM)
John H. Nilsson (Dept. Chair/Prog Dir)
Lisa M. Gloss (Grad Prog Assess Update Rpt Prepared by)
jhn@vetmed.wsu.edu
lmgloss@vetmed.wsu.edu

Communication
Prabu David (Dept. Chair/Prog Dir)
Prabu.david@wsu.edu