

ACE Assessment Digest

OFFICE OF ASSESSMENT FOR CURRICULAR EFFECTIVENESS

ACE Assessment Digest | January 2024

In this issue:

- [Reminder: 2023 Undergraduate Degree Program Assessment Reporting Window Open](#)
- [Process to Update Program-level Student Learning Outcomes in the WSU Catalog](#)
- [NSSE 2023 Results Disaggregated for WSU Colleges and Academic Programs Available this Spring](#)
- [Linda Suskie's Tips for Getting NSSE \(and Other Assessment\) Results Used](#)
- [Higher Education Assessment Conference in Portland, Oregon in June 2024](#)
- [Reporting Program Assessment Activities in Activity Insight for Faculty Annual Review](#)
- [FYI – Calendar of Spring 2024 Dates Related to Program Assessment](#)
- [ACE Support for Program Assessment Efforts](#)

Reminder: 2023 Undergraduate Degree Program Assessment Reporting Window Open

WSU undergraduate degree programs are responsible for reporting annually on program-level assessment, submitting a report during the open reporting window — **anytime from mid-December 2023 through February 2024**. Undergraduate programs will again use Qualtrics to submit their 2023 annual report about program assessment conducted during the 2023 calendar year (Jan 1 – Dec 31) and program assessment coordinators received emails from ace.office@wsu.edu in mid-December with unique links to access the Qualtrics form.

For general information and resources related to annual reporting, visit our [Annual Program Assessment Reporting](#) webpages. We are also available to help assessment coordinators complete the report; [contact us](#) for additional information.

Process to Update Program-level Student Learning Outcomes in the WSU Catalog

As outlined in the [university's EPPM](#), undergraduate degree programs must publish program-level student learning outcomes (SLOs) in the [WSU Catalog](#). If your program has recently updated its program-level SLOs, please inform the Office of the Registrar by completing the following steps:

- 1) Copy and paste the current presentation of your program's SLOs from the catalog into a Word document
- 2) Use track changes (or strikethrough and underline) to update the document to reflect the program's new SLOs
- 3) Email the document to wsu.catalog@wsu.edu and CC your chair/director

Alternatively, programs can update their program-level SLOs in the WSU catalog through the annual call for updates from the Office of the Registrar, typically sent in late spring to the administrative officer of each academic unit.

NSSE 2023 Results Disaggregated for WSU Colleges and Academic Programs Available this Spring

Every two years, WSU participates in the [National Survey of Student Engagement \(NSSE\)](#) to help assess senior and first-year student engagement in educational practices associated with high levels of learning and development. After each administration, our office collaborates with WSU's Office of Institutional Research to disaggregate results by major for undergraduate degree programs and colleges, focusing on responses from seniors, to provide information about the student perspective to help continually improve the learning experience for students.

This spring, these disaggregated NSSE reports will be distributed to WSU programs in which 10 or more senior admitted majors responded to the 2023 NSSE. As you examine your 2023 NSSE results, we are available to answer questions and help programs interpret and use NSSE results. Our [NSSE toolkit](#) includes resources intended to help departments and programs as they interpret and use NSSE as an indirect measure for program-level assessment.

Linda Suskie's Tips for Getting NSSE (and Other Assessment) Results Used

One of Linda Suskie's treats this time of year is seeing the latest NSSE results. Because NSSE asks questions about specific experiences rather than satisfaction, the results are often "actionable." See [Linda Suskie's blog with tips for putting NSSE results to good use](#).

Higher Education Assessment Conference in Portland, Oregon in June 2024

The Association for the Assessment of Learning in Higher Education (AALHE) is holding their [2024 Annual Assessment Conference](#) in Portland, Oregon from June 3-6, 2024. AALHE is a national organization of educators and practitioners in higher education interested in using effective assessment practice to document and improve student learning. AALHE.

The AALHE Assessment Conference is designed to:

- Provide professional development opportunities for educators and assessment practitioners of all levels and institution types;
- Connect assessment practitioners with colleagues across the field; and,
- Lead and advocate for promising practices in assessment.

ACE's [Program Assessment Mini-grants](#) can help offset the registration fees and/or travel expenses for an assessment conference, and WSU faculty who are involved with the development, implementation, or use of undergraduate program-level student learning outcomes assessment are welcome to apply. ACE will award assessment mini-grants of up to \$500 each, with award amounts dependent on the number of mini-grants awarded. Applications are accepted on a rolling-basis; see the [Request for Proposals \(PDF\)](#) for more information.

Reporting Program Assessment Activities in Activity Insight for Faculty Annual Review

[WSU's faculty manual](#) provides recognition for faculty participation in program-level assessment in the annual review process, as part of Teaching or Service accomplishments, depending on the activity. This aligns with the [university's EPPM](#) policies on assessment, which include recognizing assessment work in annual review at all levels.

Activity Insight continues to include drop-down menus and built-in prompts for assessment activities connected to teaching and curriculum in the *Teaching/Mentoring* section, as well as the ability to report work coordinating assessment and serving on related committees in the *Service* section. For more information, see the Office of the Provost's [Activity Insight/Faculty Success Reference Guide](#).

FYI – Calendar of Spring 2024 Dates Related to Program Assessment

Month	Date	Activity
Dec	Mid Dec	Program assessment coordinators receive an email from ACE with a unique link to their 2023 Undergraduate Program Assessment Reporting form in Qualtrics. Assessment coordinators can submit their report during the open reporting window — anytime from mid-Dec 2023 through Feb 2024 .
Jan	5 th	Fall 2023 [CAPS] Assessment Reports for UCORE are due (i.e., reporting closes).
	8 th	First day of instruction for the spring term.
Feb	1 st	Spring submission deadline for major Curricular Change Requests for new and revised courses.
	Early Feb	Fall 2023 [CAPS] instructors receive a pdf copy of their [CAPS] Assessment Report for UCORE from UCORE via email. <i>Note: Typically, assessment in a [CAPS] course for majors can contribute toward degree program level assessment of student learning – see our resource related to [CAPS] Assessment Reporting for UCORE as part of degree program assessment.</i>
	6 th	Deadline for undergraduate students to drop a course without record.
	Late Feb	Spring 2024 [CAPS] instructors receive an email from UCORE with initial information about [CAPS] Assessment Reporting for UCORE for the spring term.
	29 th	2023 Undergraduate Program Assessment Reports are due (i.e., reporting closes). Assessment coordinators (or another knowledgeable assessment contact) need to be available to answer questions until March 31 .
April	12 th	Deadline for undergraduate students to withdraw from a course.
	Mid to Late April	Each program will receive a PDF copy of their final 2023 Undergraduate Program Assessment Report from ACE for their continued use and archive.
	Late April	Spring 2024 [CAPS] instructors receive their link to the [CAPS] Assessment Reporting for UCORE form in Qualtrics via email (i.e., reporting opens).
	26 th	Last day of instruction for the term.
May	7 th	Final grade submission ends.
	15 th	Spring 2024 [CAPS] Assessment Reports for UCORE are due (i.e., reporting closes).

ACE Support for Program Assessment Efforts

We work with colleges and programs to assess student learning towards the improvement of undergraduate degree programs. ACE also provides assessment support for university-wide undergraduate education, serving all colleges, campuses, and UCORE general education. See [What We Do](#) for more information, including our mission.

Copyright © WSU Office of Assessment for Curricular Effectiveness (ACE), All rights reserved.

ACE Assessment Digest is a bite-sized email, sent twice a semester, communicating timely information about undergraduate program assessment at WSU ([ACE Assessment Digest Archive](#)). To send feedback, tips, or to opt out, email ace.office@wsu.edu.