ACE Assessment Digest
OFFICE OF ASSESSMENT FOR CURRICULAR EFFECTIVENESS

ACE Assessment Digest | September 2024

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Fall Welcome and Transitions in the Faculty Assessment Coordinator Role in Your Department, School, or Program

As the fall semester moves into full swing, we look forward to opportunities to support your work on program-level assessment of student learning!

If you are no longer serving in the faculty assessment coordinator role for an undergraduate degree, or are aware of personnel changes in the faculty assessment coordinator role, for your department, school, or program, please let us know at ace.office@wsu.edu.

NEW Tableau Dashboard Summaries of 2023 Undergraduate Degree Program Assessment Reports Available

Each summer, we review data from the undergraduate assessment reports submitted by programs and produce summaries for the institution, as well as for our university-wide archives that provide evidence of assessment activities in support of university accreditation. New this year, we are providing 2023 annual undergraduate program assessment reporting summary dashboards for the university using Tableau, including a WSU-wide and College View and an Individual Program View, available to WSU employees (log-in required). A WSU-wide executive summary for 2023, intended to summarize the university-wide data presented in the Tableau dashboards, is also available for the broader WSU community, as well as the public. See the ACE website for more information and the executive summary.

We extend our appreciation to all faculty and chairs/directors who invested time in program assessment activities, as well as into annual program assessment reporting.

Please Join Us at the Fall 2024 WSU Celebration of Assessment Excellence

The Fall 2024 WSU Celebration of Assessment Excellence will take place on Tuesday, November 5th at 3pm in the CUB Junior Ballroom (Zoom option available). The event will recognize eight programs that have used quality learning outcomes assessment to improve curriculum or instruction in their undergraduate degrees. More information about the eight programs and the specific examples of use of program-level assessment to improve curriculum and/or instruction being recognized in 2024 are available on our Celebration of Assessment Excellence webpage.

Kindly RSVP by November 1, 2024. We look forward to seeing you there!

New Example in Our Assessment Plans Toolkit

An assessment plan articulates a program's intended process and timeline for conducting program assessment activities, including collecting, analyzing, and using program assessment data. Assessment plans also help communicate the various roles and responsibilities of program leadership and faculty in the assessment process.

Our Assessment Plans toolkit includes resources intended to help programs and faculty as they develop or update their program assessment plan, including our:

- Quick Guide to Program Assessment Plans (PDF)
- Program Assessment Plan Template (DOCX)
- Program Assessment Plan Mockup (DOCX) – **NEW!!**
- WSU Examples of Assessment Plans

We are also available to collaborate with undergraduate degree programs to develop or update assessment plans for program assessment; contact us for additional information.

2023 Examples of Use of Program Assessment to Inform Decision-Making at WSU

WSU expects undergraduate degree programs to regularly use assessment to support decision-making related to curriculum, instruction, assignments, and program assessment processes. Each year, we compile selected examples of how WSU programs in various disciplines have used assessment to inform decisions, as reported in the annual undergraduate degree program assessment reports. The examples, like the annual program reports themselves, look at key or representative activities and uses, and are not intended to be exhaustive or show all uses of assessment results by WSU programs.

FYI – Calendar of Fall 2024 Dates Related to Program Assessment

Month	Date	Activity
Aug	**Early Aug**	Spring 2024 [CAPS] instructors receive a pdf copy of their [CAPS] Assessment Report for UCORE from UCORE via email. *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.*
	19th	First day of instruction for the term.
Sept	17th	Deadline for undergraduate students to drop a course without record.
	Late Sept	Fall 2024 [CAPS] instructors receive an email from UCORE with initial information about [CAPS] Assessment Reporting for UCORE for the fall term.
Oct	1st	Fall submission deadline for major Curricular Change Requests for new and revised courses & new and revised requirements.
Nov	1st	Program assessment coordinators receive an email from ACE with information about 2024 Undergraduate Program Assessment Reporting, including the report planning sheet. ACE is also available to help assessment coordinators complete the report; contact us for additional information.
	5th	Fall 2024 WSU Celebration of Assessment Excellence at 3pm in the CUB Junior Ballroom (Zoom option available). Kindly RSVP by **Nov 1st**.
	15th	Deadline for undergraduate students to withdraw from a course.
Dec	**Early Dec**	Fall 2024 [CAPS] instructors receive their link to the [CAPS] Assessment Reporting for UCORE form in Qualtrics via email (i.e., reporting opens).
	6th	Last day of instruction for the term.
	Mid Dec	Program assessment coordinators receive an email from ACE with a unique link to their 2024 Undergraduate Program Assessment Reporting form in Qualtrics. Assessment coordinators can submit their report during the open reporting window — anytime from mid-Dec 2024 through Feb 2025.
	17th	Final grade submission ends.
Jan	3rd	Fall 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.