

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

ACADEMIC SENATE

ACADEMIC PROGRAMS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

AP-025-190

Academic Assessment Committee

Academic Programs Committee

Date: 03/11/2020

Executive Committee
Received and Forwarded

Date: 10/07/2020

Academic Senate

Date: 10/14/2020
First Reading

BACKGROUND:

University-level assessment activities at Cal Poly Pomona are currently divided between two committees: The GE Assessment Committee and the Academic Programs Assessment Committee. However, a recent central planning exercise (the Academic Master Plan) includes as one of its themes a re-examination of program review and assessment practices. In keeping with this, in 2019 a Program Review Task Force convened to craft a new program review policy in keeping with the latest developments in academic planning. The policy recommended in this referral is the product of the Program Review Task Force's work.

RESOURCES CONSULTED:

Dr. Seema Shah-Fairbank, Chair of Program Review Task Force
Dr. Jocelyn Chong, Office of Assessment and Program Review
Dr. Laura Massa, Associate Vice President for Academic Programs
Associate Deans
Department Chairs

DISCUSSION:

The AP Committee conducted university-wide consultation and encountered no opposition to this proposal. In our examination of the proposed new committee structure we noted two key points in favor.

First, while assessment is a vital activity at every level of the university, institution-wide assessment activities focus primarily on ensuring alignment between work at the course or program level and institutional learning outcomes, core competencies, and other goals/outcomes enshrined in university-level documents that guide all instructors as they prepare their courses. There is thus considerable overlap between the tasks of the two existing assessment activities; both seek to align the ground-level work of teaching classes and running programs with the institutional work of articulating university-wide learning goals, competencies, etc. Consolidating the work of the two committees would reduce redundancy and duplication of effort.

Second, much department-level assessment work is captured in the program review process. Guiding that work is thus a proper task for a committee focused on the entire program review process. A separate referral (AP-024-190) proposes to establish a Program Review Committee to guide that work.

RECOMMENDATION:

The Academic Programs Committee recommends consolidation of the existing GE Assessment Committee and Academic Programs Assessment Committee into a single Academic Assessment Committee. The bylaws of the committee are below.

Academic Assessment Committee Bylaws**1. Purpose**

The Academic Assessment Committee's purpose is to promote and facilitate meaningful advancements in building an institutional culture of assessment to strengthen teaching

and student learning at Cal Poly Pomona. The AAC allows for open communication and coordination of efforts in program learning outcomes assessment, including from the General Education program, thus reducing duplication of effort, and enhancing capacity to engage in meaningful assessment.

2. Description

The Academic Assessment Committee will work closely with the Office of Assessment and Program Review in a collaborative effort to ensure continuous improvement of teaching and learning through assessment. The Academic Assessment Committee plays an essential role in ensuring that assessment of program learning outcomes, including those of the general education program, is supported and implemented, and that CPP nurtures its capacity for the assessment of student learning.

3. Structure and Membership

The Academic Assessment Committee shall be co-chaired by the Coordinator of the Office of Assessment and Program Review and a faculty member elected by the committee. Membership includes:

- 1 College Assessment Liaison from each academic college and University Library (n=9)
- 1 representative from the GE Committee who has a full understanding of the GE and IGE programs (n=1)
- 1 representative from Graduate Studies (n=1)
- 1 representative from Student Affairs (n=1)

Ex-officio: Faculty fellows in the Office of Assessment and Program Review.

4. Duties and Responsibilities

Much of the AAC's work shall take place within smaller working groups and ad hoc task forces as needed to spearhead assessment initiatives.

- The AAC shall meet as a whole committee once a month each semester; additional meetings of smaller working groups shall be scheduled as necessary.
- Review and provide feedback on assessment plans, policies, procedures, and reports.
- Disseminate university-level assessment findings to college constituents.
- Lead and participate in university-related assessment seminars and workshops.
- Participate in institutional-level assessment scoring and norming activities.