

SUCCESSMENT

CONCORD UNIVERSITY'S
ASSESSMENT NEWSLETTER

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The goal of this newsletter is to promote better awareness and understanding of assessment, and to keep Concord faculty, staff, and students informed on important and relevant information related to assessment and accountability.

What's Happening in Assessment

University Assessment Committee Meeting Schedule – Spring 2023

Thursday, January 19, 3:00pm (Zoom) ✓
Thursday, February 23, 3:00pm (Zoom) - canceled
Thursday, March 30, 3:00pm (Zoom) ✓

Spring Assessment CTL's

Using the General Education Assessment Rubric, Faculty Panel discussion, Zoom
Monday, April 3 at 2:00pm and Wednesday, April 5 at 10:00am
Updated Program Review Process and Planning, Zoom
Tuesday, April 18 at 9:00am and Thursday, April 20 at 1:00pm

Updated Program Review Process and Planning

The Program Review template has been updated to align with the new WVHEPC policy on Program Review and Planning.

“The program review process is designed to improve the performance of institutions’ academic programs by providing a systematic method to evaluate student outcomes, productivity, and need. It also allows institutions to demonstrate alignment with the general standards of academic programs through descriptive information and supporting documentation” (Series 10 Policy Regarding Program Review and Planning. (n.d.). Retrieved from <https://www.concord.edu/wp-content/uploads/About/Final-File-SOS-Series-10-HEPC-Program-Review-2022-08-02-1.pdf>).

The updated program review focuses on the following evaluative components:

- History, development, and expectations
- Internal demand
- External demand
- Quality of Program Inputs
- Quality of Program Outcomes
- Delivery Cost
- Essentiality and Impact

A Viability Assessment section has also been added to the Annual Assessment report. This change was also driven by the WVHEPC policy change. The Viability Assessment prompts academic programs to report annually on 5-Year Enrollment Trends and Fall to Fall program retention rate.

Changes to the Program Review and Annual Assessment report will be implemented for the 2023-2024 academic year.

Assessment Tip of the Month

Tips on how get your students ready for assessment

Love them or hate them, assessments are an important part of every course. But exams, assignments and class assessments don't have to be a stressful experience for you or your students. Here are 7 tips on how to help prepare your students.

Knowing is Half the Battle

Students know they have to take a test... right?! As crazy as it might seem, many students might not know the expectations for assessments your course, particularly if they're freshman, new to your college/university, or first-generation college students. And often, even though it's right there in the syllabus, students don't realize the implications that a single exam can have on their overall grade and ability to pass the course. So, take some time in-class to alert students to what their exams might look like and how often they will be evaluated.

Schedule Recommendations

About those study preparations, students are notoriously bad at predicting how much time they should be devoted to studying. Often, they think looking at the material a few hours beforehand is enough to refresh their memory and get them a good score. That's called "cramming" ...and it doesn't work.

Outline a brief study schedule or review of the assessment material. You can quickly outline which chapters they should study or what material they should review a week or so in advance.

Suggestions on "What" to Study

Many students think that studying is just re-reading the textbook chapters. Unless you have an eidetic memory, that may not be an effective use of study time. So how do we help students become more effective in their study time? Tell them exactly where to spend their time.

Instructor recommendations on which topics or material to review, or which specific chapters they should study are incredibly helpful for students.

Quizzes or Practice Exams

Set up "assessment-like" materials for students to use as a run-through. This will help familiarize them with the content and the conditions they'll face on a real day. Test anxiety is a real thing, and many students who study hard and know the material still perform poorly due to unexpected testing environments. Help lower their anxiety by giving them examples of the real thing prior to the actual assessment.

Ask for Help Now, Not Later

All the test prep examples in the world won't help some students magically understand the course material. That's why instructors are still the single greatest classroom and educational resources available to students. The problem, though, is that many students wait until the day before their exam to panic and ask for help.

Establish a protocol throughout the semester of how students can get help. Alert them to your campus' tutoring services (they're free!), or turn your office hours into exam prep/assessment help – even better ask them to sign up for 1:1 evaluation. Students are more likely to show-up for help if you establish a specific time slot that they're responsible for attending.

Adapted from <https://www.mheducation.com/highered/ideas/resources-articles/7-tips-to-get-your-students-ready-for-assessment>

QUESTIONS OR COMMENTS?

Contact

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