

**CPC, Assessment Subcommittee  
Plans for 2011-2012**

**Key Goals:**

1. Building a “Culture of Assessment” at Lake Forest College
2. Sharing information on assessment with campus community and beyond
3. Refining necessary tools for collecting and analyzing data on student learning outcomes at the department and program level
4. Revision, as necessary, of faculty evaluation instrument

**Key Projects:**

- Gather and share information on effective assessment of student learning outcomes
  - Develop and distribute a list of resources to be distributed to faculty/staff to be used to refine assessment practices at all levels of institution
  - Develop and distribute a list of ways Assessment Subcommittee can be of use as a resource to departments/program/offices
  - Updating of AC website for information sharing
  - Develop possible mechanisms for co-curricular assessment practices
  - Implementation of FaCE grant project “First-Year Learning Outcomes and Their Assessment”
- Analysis of revised end of year department assessment report process and continued revision of reporting and outcome analysis process as necessary
  - Ensure that all academic departments/programs have an effective process for gathering and analyzing information to assess student learning outcomes developed for majors/minors
  - Decision on implementation of new end of year assessment report process for co-curricular campus offices
- Revision of process for end of course student evaluation of faculty

**2011-2012 Plans/Project Ideas:**

- Gather and share information on resources and activities to improve assessment of student learning outcomes
  - Participation in Chicago Area Assessment Group (CAAG)
  - Attend/present at appropriate national and local assessment conferences
  - Participate in FaCE grant on “First-Year Learning Outcomes and Their Assessment”
  - Continue to update AC website for information sharing through addition of resources and data analysis
  - Create and distribute to faculty/staff a list of resources to be used to refine assessment practices at all levels of the institution
  - Create and distribute to faculty/staff a list of ways AC can be of use as a resource to department/programs/offices
  - Plan and execute an LTC workshop on assessment of student learning outcomes – how to gather and analyze information on success of majors/minor in achieving outcomes
- Analysis and revision of campus assessment activities
  - Analysis of spring 2011 end of year assessment reporting forms
  - Revision of end of year assessment reporting form for spring 2012, as necessary
  - Work with all departments/programs to ensure all have an effective means of gathering and analyzing information to assess the student learning outcomes developed for majors/minors
  - Work with individual faculty members, as requested, on course level assessments

- Continued analysis of FR/SR Faculty Assessment
- Consideration of new end of year assessment report process for co-curricular campus offices
  - Revise initial draft of proposed plan/seek feedback/revision
  - Pilot project of implementation with selected campus offices
- Revision of end of course student evaluations of faculty
  - Continue to research faculty evaluation practices at peer institutions including strengths and weaknesses of online systems
  - Continue to research available commercial products for faculty evaluation that include a list of items but also still include room for prose comments
  - Survey faculty and students about current instrument and suggestions for revision or implementation of new instrument/process (Survey Monkey)
    - Analyze results of faculty and students surveys
    - Draft proposed revision of process/instrument for student evaluation of faculty
    - Share drafts for feedback with faculty at possible LTC Workshop/Forums
    - Revision of drafts/proposal to faculty/DOF
    - Pilot implementation of revised course evaluation process