

**CPC, Assessment Subcommittee
Outcomes for 2009-2010**

Key Goals	Key Outcomes
1. Building a “Culture of Assessment” at Lake Forest College	<ul style="list-style-type: none"> - continued meetings of Assessment Committee - continued participation in CAAG to gather information on resources and activities at peer institutions - continued interaction and consultation with GEC Task Force - implementation of Assessment Committee website for sharing of information and data -failure to convince the majority of faculty of the importance of assessment as demonstrated in failure to pass GEC reform with assessment criteria
2. Developing necessary tools for collecting and analyzing data on student learning outcomes:	
a. Institutional level (GEC/ Student Affairs)	<ul style="list-style-type: none"> - consulted with GEC Task Force to provide support for rationale behind recommendations - arranged for Livetext demonstration for faculty on electronic portfolio system (did not take place) - analyzed and published data from FR/SR Faculty Assessment (ongoing) - developed plan for co-curricular assessment
b. Program level (departments and programs)	<ul style="list-style-type: none"> -analyzed results of new End of Year Department Assessment Reporting Form from spring 2009 -revised End of Year Department Assessment Form for spring 2010 -preliminary development of co-curricular assessment plan
3. Reporting on progress with assessment to Lake Forest College community and NCA (report due 9/09)	<ul style="list-style-type: none"> -assisted in data gathering, revision, completion and submission of progress report (9/09) and follow-up to progress report on assessment to NCA/HLC (12/09) -progress report approved by HLC 12/09 - continuous documentation of Assessment Committee activities through minutes, AC & IRAP website, and end of year report to Dean of Faculty

Key Projects	Key Outcomes
1. Gather information on effective assessment of student learning processes at other institutions / educating our community	- attended meetings of Chicago Area Assessment Group -attended Teagle conference -attended HLC Conference -participated in ACM FaCE grant project on “First-Year Learning Outcomes and Their Assessment”
2. Proposal to College Council	-prepared and submitted proposal to College Council to become a standing committee - 12/09
3. Analysis and revision of assessment activities	-Analyzed and reported on spring 2009 assessment reporting forms for each department -Revised end of year assessment reporting form for spring 2010 -created proposal for assessment of co-curricular offices
4. Consultation with GEC Task Force	-ongoing attendance at GEC Task Force meetings - extensively researched use of electronic portfolios at other colleges -attendance at GEC/CPC Forums on GEC proposal - arranged for Livetext demo to faculty (did not take place) - advocated for adoption of GEC proposal
5. Develop and implement new process for approval of surveys	-developed criteria for approval of surveys conducted by departments and offices -disseminated information on system for approval of surveys conducted across campus (IR)
6. Updating of AC & IRAP websites for information sharing	- AC website completed in summer 09 -continued updating including posting of end of year department assessment reports

2009-2010 Project Details:

1. Gather information on resources and activities at peer institutions
 - a. Participated in Chicago Area Assessment Group (CAAG) (8/09 & 2/10, Chicago, IL)
 - b. Attended appropriate national and local assessment conferences- HLC, 4/10, Chicago IL
 - c. Attended Teagle grant conference – Ripon College, 9/09
 - d. Submitted funded proposal for ACM FaCE grant on “First-Year Learning Outcomes and Their Assessment” as partner institution with lead institution, Colorado College – grant period spring 2010 – summer 2011.
 - e. Submitted an unfunded proposal for ACM FaCE grant in collaboration with the Committee on the Status of Women regarding revision of student evaluations based on possible gender bias.
2. Proposal to College Council
 - a. Created proposal for Assessment Committee to become separate committee from CPC appointed by FPPC and DOF

- b. Submitted proposal to College Council – 12/09
 - c. Presented before College Council re: proposal – 3/10
 - d. College Council tabled decision, to be revisited in fall 2010
3. Analysis and revision of campus assessment activities
- a. Analyzed spring 2009 end of year assessment reporting forms
 - b. Revised of end of year assessment reporting form for spring 2010 to include statements from each department of student learning outcomes, in order to meet deadline in our follow-up report to HLC that all departments have clearly stated learning outcomes by spring 2011.
 - c. Continued analysis of FR/SR Faculty Assessment
 - d. Researched co-curricular assessment at other institutions (task force of subcommittee)
 - e. Created proposal for process for assessment of co-curricular campus offices
4. Consultation with GEC Task Force
- a. attended GEC Task Force meetings
 - b. extensively researched use of electronic portfolios at other colleges and reported to GEC Task Force
 - c. periodic editing and suggestions for revision of GEC proposal
 - d. created a list of bullet points for Assessment Committee to share at forums – arguments for portfolio assessment process
 - e. attended at GEC/CPC Forums on GEC proposal
 - f. arranged for Livetext demo to faculty (did not take place)
 - g. advocated for adoption of GEC proposal
 - h. due to failure of GEC proposal to be adopted, further work on implementation not appropriate
5. Develop and implement new process for approval of surveys
- a. Developed criteria for approval of surveys conducted by departments and offices
 - b. Disseminated approval system for surveys conducted across campus
6. Updating of AC & IRAP websites for information sharing
- a. Addition of resources and data analysis
 - b. Posting of end of year department assessment reports, sp 09