

Institutions Assessment Recommendation to the UCC

The subcommittee recommends the following methodology for assessment of Institutions at HSU:

- Faculty will perform the student perception surveys previously used for Institutions program review in every Institutions course. (attached) These surveys address whether students feel the learning outcomes are being met.
- Faculty will provide the syllabi for their courses, along with a representative sample of assignments and/or exams which illustrate that learning outcomes are being met.
- Optionally, faculty teaching Institutions courses may append a short narrative explaining how materials they have submitted meet the learning outcomes.
- Once per year, departments teaching Institutions courses will schedule a review of the collected materials as part of a regular department meeting. This time will be used to reflect upon how the outcomes are being met and whether changes to the instructional modes and methods should be made.
- The department meeting minutes, surveys, syllabi, and other materials relating to Institutions will be stored by each department teaching Institutions, and will be collated for Institutions Program Reviews.

Approved by the University Curriculum Committee: 02/10/04

