

The Assessment Quarterly

A Publication of the Heartland Community College Assessment Committee

AC Achieves Accomplishments

During the 2003-2004 academic year, the Assessment Committee (AC) has experienced many accomplishments and changes. Our accomplishments could not have occurred without the support of the administration, support staff, full-time faculty, and adjunct faculty.

Here is what has been accomplished:

Reviewed Learning Outcomes & Syllabi for new courses:

CHLD 220
CRJ 296 and 299
EDUC 208 and 209
GENS 104
SOC 263

Continued Gen Ed Project by selecting, in a blind drawing, 16 courses for assessment beginning Fall 2004 through Spring 2008

Sought faculty to revise/replace Communication Learning Outcome Statements and distributed project description

Held Spring 2004 Workshop and distributed a Workshop Survey

Met with Business Faculty on how to incorporate critical thinking into their syllabi

AC members attended the *Fostering a Learner-Centered College Classroom Conference* held October 23-24, 2003, in Springfield, sponsored by the Illinois

Community College Faculty Association

AC members attended 8th Annual Assessment Fair held March 3, 2004, at Oakton Community College in Des Plaines, IL. Francis Dearing was the keynote speaker.

Updated information posted to AC website

Distributed five issues of the newsletter

Started planning process for Fall 2004 Workshop tentatively scheduled for August 17

Changed AC operating structure from a subcommittee of CAS to a HCC full standing committee

Developed the first official set of Bylaws and Operating Guidelines

Held elections for chair and vice chair effective Fall 2004.

*Katherine I. Starks-Lawrence
Editor & Adjunct Instructor of Business*

Inside

Message from the Chair 2-3

Message from the Vice Chair 3

Calendar of Events 4

May

2004

The Assessment Quarterly is published by the Heartland Community College Assessment Committee, 1500 W. Raab Road, Normal, IL 61761
www.hcc.cc.il.us/committees/assessment

Assessment Committee

R. John Muench

Chemistry
Chair

Janice Malak

Sociology
Vice Chair

Verona Barr

Anatomy & Physiology

Barb Borg

Nursing

Nancy Evans

Business
Copy Editor

Steve Herald

Dean of Instruction

Karin Johnson

Secretary

Missy Killan

Student Services/Academic Advisor

Robert Mawyer

English

Dana Rosenburg

Director of Institutional Research

Allan Saaf

Vice President of Instruction

Doug Salokar

Music/Humanities & Fine Arts
Copy Editor

Padriac Shinville

Alternative Learning &
Developmental Education
Division Chair

Doug Simeone

Psychology/Social Behavioral

Katherine I. Starks-Lawrence

Business
Editor/Publisher
Katherine.Starks-Lawrence@Heartland.edu

Message from the Chair



General Education Learning Outcomes Update

At the March 19, 2004, Assessment Committee Meeting, in a blind drawing, the 16 core courses were selected to participate in the 2004-2008 assessment process. This drawing placed each course selected into a four-year eight-semester rotation that will give faculty teaching the selected courses time to plan-ahead. The results of the drawing are as follows:

Fall 2004	ENGL 102 and ART 150
Spring 2005	EASC 121 and PSY 101
Fall 2005	SOC 135 and ECON 101
Spring 2006	COMM 101 and HIST 136
Fall 2006	HUMA 250 and EASC 111
Spring 2007	HUMA 101 and ENGL 101
Fall 2007	BUSN 110 and BIOL 114
Spring 2008	MATH 131 and SOC 101

At the end of the cycle, the entire process will be evaluated and new courses may be added while others may be removed. The above schedule will give faculty an idea when the AC will request your participation and cooperation.

For faculty who will teach ENGL 102 and ART 150 in the Fall 2004, the AC will contact you via print and email to provide additional information and to request attendance at a forum to answer any questions about the process. Before the beginning of the fall semester, a forum will be held to decide which Learning Outcome will be assessed and which artifact will be used to assess that Learning Outcome. At the forum, the appropriate Division Chair, both full-time and adjunct faculty will be invited to participate (adjuncts will be paid for their time). The AC encourages you to begin thinking about this process by reviewing your master course syllabus—specifically the Learning Outcomes section and the associated General Education codes. Then, decide on selecting or generating an appropriate assignment that can be used to assess student learning. In addition, you may choose to discuss this with a colleague or two for their ideas and opinions.

Fall Workshop Agenda

On Tuesday, August 17 the AC and CAS committees will sponsor a Fall Workshop. The tentative schedule, for the morning, is a hands-on session on developing Rubrics and a panel discussion on Discipline in the Classroom.

The session on rubrics will consist of examples and instructions on how to write a rubric. Participants will work individually or collectively on developing a rubric. Some of the rubrics might be for a specific

Message from the Chair *(continued)*

assignment, particular learning outcome, a General Education Learning Outcome, or even a Program level outcome. We trust that the creativity and ingenuity of our faculty and staff will produce high quality results!

This portion of the workshop has several goals, first, to provide participants the opportunity to produce a rubric to use in the classroom. Second, to share and publish all of the rubrics for others to see and use. For example, an Economics instructor who has a writing assignment might be interested in using or modifying a rubric produced by the English 101 instructors. Therefore, before you depart for the summer, you might discuss with your fellow colleagues various types of rubrics that are of interest to you, your discipline, or

your program.

The second part of the morning is devoted to a panel discussion about Discipline in the Classroom. This will offer faculty a chance to share horror stories and to offer potential solutions to what seems to be a growing problem.

After lunch, the workshop will consist of several “breakout” sessions, topics to be announced.

If you are interested in serving as a panelist or to presenting a breakout session, please contact Deb Wentzel or myself.

R. John Muench, Assistant Professor of Chemistry

Message from the Vice Chair

What's Happening with the Assessment Committee?

Earlier this academic year, the question was raised as to whether the Assessment Committee (AC) had overstepped its boundaries while considering a syllabus for a new course. This question led to a multitude of activity that will help clarify the role of the AC at Heartland and make the work of the AC more public. Two things that occurred are the AC now has a set of Bylaws in place (and we hope to publish them on the assessment web page soon); and it was recommended that the AC become a full standing committee, separate from CAS (until this point the AC was technically a subcommittee of CAS but did not function as one).

At the request of CAS, an ad hoc committee was formed to determine what status the AC should have at Heartland. The meetings were well attended and there was good discussion and debate about how important assessment is to the College and how it should look academically. Good arguments were presented for AC to stay a subcommittee or become a committee. In the end, we noted that the AC had been a subcommittee, but had not functioned as one (there was no ‘reporting to CAS’ or needing the approval of CAS to move forward with plans). Therefore, we decided to recommend that the AC become a full standing committee, with the condition that the AC would develop and present a set of bylaws to the ad hoc committee, the AC and CAS for approval. Ironically, this step increased the communication between the two groups.

An ad hoc committee of the AC was formed to develop a set of bylaws. They include directives as to how the chair and vice chair are elected, who will be the members of the committee, how long terms will last, which issues the committee will vote on, and how the committee will communicate on a regular basis with CAS. It became clear during the course of the semester, from the AC perspective, we needed a set of bylaws regardless of our standing at the College.

So where do we stand now? At the end of this academic year, the AC will become a full standing committee. The bylaws have been approved and we have elected new officers for the upcoming year. If you have any questions about the outcome or the process, please contact a member of the assessment committee.

Janice Malak, Instructor of Sociology

Calendar of Events

AAHE Assessment Conference

Connecting Public Audiences to Our Work

June 13-15, 2004

Denver, CO

Adams Mark Denver Hotel

The conference will address: Those outside the academy—state and federal legislators, policymakers, accreditors, media representatives—seek evidence of student learning. How do you respond to these audiences while preserving your institution's mission, purpose, values, philosophies, and practices? How do you provide meaningful information about student learning to your many audiences? How do you represent the complexity and multi-dimensionality of your students' learning?

Hotel registration deadline is May 14.

Conference registration deadline is May 21. For more information visit the website at <http://www.aahe.org/assessment/2004/>

NEWSLETTER ARTICLES

The Assessment Committee is seeking articles about research, classroom assessment techniques, rubric development or use for publication in *The Assessment Quarterly* newsletter. Articles can be e-mailed to the editor, Katherine I. Starks-Lawrence at Katherine.Starks-Lawrence@Heartland.edu Please keep articles to 400 words. The newsletter is published using The Associated Press Stylebook.

The Assessment Quarterly
Heartland Community College
1500 W Raab Road
Normal, IL 61761