

College of Social Sciences (CSS) Assessment Committee Charter

Membership

Members of the CSS Assessment Committee shall be appointed by the Dean for a 3-year appointment with staggered terms. The committee should have broad representation across the college, consisting of (1) one to two faculty members from programs that require an external accreditation process; (2) two to three faculty members from traditional social sciences; (3) a faculty member from a program with a curricular background in assessment methodologies; and (4) an Associate Dean from the college. The Associate Dean will serve as the Chair, and a recorder will be elected by committee members.

Duties

The CSS Assessment Committee shall:

1. Provide college expectations and measurements for meaningful assessment of student learning outcomes at the course, program and institutional levels.
2. Guide and advise development and submission of program assessment plans.
3. Review program SLO reports and provide feedback and recommendations to programs, departments and the college.
4. Evaluate program assessment plans and make recommendations to the Dean.
5. Monitor follow-up of assessment results—loop closure.
6. Disseminate results of college-wide assessments with appropriate constituencies, including faculty, students, and trustees.
7. Facilitate the utilization and integration of all institutional data to inform college and program assessment.
8. Facilitate college-level dialogues and collaboration emerging from assessment results.
9. Facilitate the utilization and integration of assessment data to inform decision-making.

Mission Statement

The mission of the CSS Assessment Committee is to cultivate an environment where ongoing assessment is valued and embedded in the College of Social Sciences learning community. This environment is sustained through continuous dialogue between faculty and committee members through college workshops, occasional lectures by nationally known scholars in the literature of assessment and meetings with individual faculty and programs to develop and evaluate assessment plans. Complementing these activities, committee members will work closely with the Office of Institutional Research, Demography and Assessment to insure the availability of institutional data to inform ongoing assessment. Linkages to other relevant college initiatives such as Strategic Planning will also be established as assessment results continue to inform decision-making.

Assessment Plans and Reports Review Process

Under the EWU Academic Assessment Plan approved by the Faculty Senate on May 23, 2016, each program is required to have an approved assessment plan that will be kept updated with curriculum and program changes. New and revised assessment plans will need to be approved by the college and then the university assessment committee, in collaboration with the Provost's Office.

It is the prerogative of the CSS Dean to decide whether to accept a program assessment plan or report, or to send it back to the submitting academic unit for revision. The role of CSS Assessment Committee is twofold: (1) To advise programs on their assessment plans and reports; and (2) To present a review and recommendation to the CSS Dean about individual program assessment plans and reports.

The CSS Assessment Committee is responsible for reviewing assessment plans and reports at two junctures: (1) Before they are due to be submitted, in order to provide guidance to programs about their assessment plans and reports; and (2) When they are formally submitted, in order to provide recommendations about plans and reports to the CSS Dean.

The College of Social Sciences recognizes that assessment should be faculty-driven and centered on the improvement of student learning (see Eastern Washington University Faculty Senate Faculty Governance of Academic Assessment document). The CSS Assessment Committee offers their expertise to our departments and programs to promote meaningful assessment that offers faculty useful findings for curricular and pedagogical changes to enhance student learning.

Program Assessment Plans

In addition to the review of initial assessment plans during the 2016-2017 academic year by every CSS program, the CSS Assessment Committee will also review new and revised assessment plans (1) When program changes are made that add, remove, or substantially change program Student Learning Outcomes (SLOs); and (2) When new programs are being proposed by an academic department or school within the CSS.

Program Assessment Reports

CSS programs are required to submit annual program assessment reports, which will be reviewed by the CSS Assessment Committee. Upon reviewing any CSS program assessment report, the CSS Assessment Committee may either (a) recommend revisions to the submitting program or department faculty member who is responsible for assessment, or (b) make a recommendation, accompanied by a review, to the CSS Dean about the report.

College Review Timeline

In order to have sufficient time to review the documents thoroughly and to provide timely feedback and recommendation, the CSS Assessment Committee will establish a college timeline for the review and distribute it to the departments and programs in Fall Quarter. In general, assessment plans and reports should be submitted to the CSS Assessment Committee at least three to four weeks prior to the deadline for the next level of review by the respective university committees, such as the EWU Assessment Committee or Course and Program Approval Committee.