

Kennesaw State University's Campus Action Plan (DRAFT, rev. 29 July 2011)

Goal/ Priority	Objective	Evidence of Success	Steps/Tasks Involved in Completing Objective	Team Members Responsible for Each Task	Method(s) for Carrying Out Task(s)	Deadline for Completing Task(s)	Budget/ Cost
Appoint General Education Assessment Coordinators	Appoint Faculty Coordinator for Gen. Ed. Learning Outcomes Assessment (GELOA)	Faculty Coordinator provides overall leadership for General Education learning outcomes assessment; completes and submits reports to USG/SACS	General Education Council election process	Provost, Chair of General Education Council, & General Education Council		Spring, 2011- Task Completed	\$59,250 (annually) (Lecturer replacement to Dept. and Faculty Coordinator Stipend)
	Appoint Gen. Ed. Core Area Assessment Coordinators (CAAC)	Core Area Coordinators implement GE training and assessment program for their core area	General Education Council election or volunteering process	General Education Council		Spring 2011- Task Completed	
	Appoint Gen. Ed. Disciplinary Assessment Coordinators (DAC)	Disciplinary Coordinators implement GE training and assessment program for their discipline	General Education Council election or volunteering process	General Education Council		Fall of 1 st year in assessment cycle involving a given discipline	
FALL 2011-SPRING 2013 GENERAL EDUCATION ASSESSMENT CYCLE AREA A1 (COMMUNICATION) & AREA E (SOCIAL SCIENCES/US PERSPECTIVE)							
Assess Student Learning in General Education Area A1 (Communications) and Area E (Social Sciences/U.S. Perspectives) –	Develop <i>assessment instrument(s) & evaluation rubric(s)</i> appropriate to established general education learning objective	1) Creation of assessment instrument that provides valid measure of student achievement; 2) Creation of evaluation rubric appropriate to assessment instrument;	Faculty Coordinator for GELOA will: 1) Suggest instruments/tools faculty might utilize; 2) Discuss benefits/drawbacks of alternative assessment techniques; 3) Promote use of instruments that are both practical to administer and that will provide valid/useful data	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL)	Faculty Coordinator for GELOA will: 1) Meet with college deans, department chairs and/or faculty to explain/discuss assessment process; 2) Cooperate with CAACs, DACs and department assessment committee work to develop appropriate instruments/rubrics 3) Cooperate with CAACs and DACs to develop assessment reporting form.	Fall 2011	
	Administer <i>pilot</i> assessment instrument, evaluate student work using rubric, and	Area A1 & E CAACs and DACs and selected faculty volunteers administer assessment and report data	1) Faculty Coordinator for GELOA conducts Train-the-Trainer workshops for Core Area Assessment Coordinators (CAACs) and	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL) in cooperation with	1) Design, organize and conduct presentations on administration of assessment, use of evaluation rubric and	Spring 2012	\$13,000 (\$6,500 x 2 coordinators) for Area A1 & E CAACs

	collect/report results		Disciplinary Assessment Coordinators (DACs); 2) DACs identify department faculty volunteers for pilot; 3) CAACs conduct assessment instrument-specific training workshops for department volunteers	Area A1 & E CAACs and DACs	collection of data; 2) Train faculty in how administer instrument, evaluation output, collect data and report outcomes using assessment reporting form.		\$13,000 (\$6,500 x 2 coordinators) for Area A1 & E DACs
	<i>Refine</i> assessment instruments, evaluation rubrics and/or method of assessment as appropriate	A1 and E CAACs and DACs have finalized rubrics and assessment system ready to be administered in Spring 2013	1) Review data from pilot assessment; 2) Consult faculty involved in pilot for feedback; 3) Refine instrument in light of feedback	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL) in cooperation with Area A1 & E CAACs and DACs	Regular meetings between Faculty Coordinator for GELOA and Area A1 & E CAACs and DACs	Fall 2012	
	Train faculty to administer assessment instrument and apply rubric to evaluate student work	Faculty complete training sessions and demonstrate understanding of assessment process	1) Identify faculty teaching appropriate courses; 2) Train faculty volunteers to administer instrument, evaluate output, collect data and report outcomes to CAAC	Area A1 & E DACs in coordination with Faculty Coordinator for GELOA	Discipline-specific faculty training workshops	Fall 2012	\$13,000 (\$6,500 x 2 coordinators) for Area A1 & E DACs
	Administer refined assessment instrument	Faculty implementation of assessment instruments in appropriate general education courses	Area A1 and E faculty implement instrument, evaluate output, collect data and outcomes to CAAC using assessment reporting form	Area A1 & E DACs in coordination with Faculty Coordinator for GELOA	Use of A1 and E instruments, evaluation rubrics, and assessment forms	Spring 2013	\$10,000 (\$200 X 50 faculty) Stipends to FT/PT faculty to attend workshop & administer assessment
	Collect, analyze and report assessment data	Completes assessment report & submits to GEC and Faculty Coordinator for GELOA	1) Aggregate data collected from participating faculty; 2) Analyze data with a view to assessing overall level of student achievement, 3) Report data to departments, the GEC, and Faculty Coordinator for GELOA	Area A1 & E CAACs		Spring 2013	\$13,000 (\$6,500 x 2 coordinators) for Area A1 & E CAACs

**FALL 2012-SPRING 2014 GENERAL EDUCATION ASSESSMENT CYCLE
AREA B (INSTITUTIONAL OPTIONS/CRITICAL THINKING) &
AREA C (HUMANITIES/FINE ARTS/GLOBAL PERSPECTIVES)**

Assess Student Learning in General Education Area B (Institutional Options/Critical Thinking) and Area C (Humanities/Fine Arts/Global Perspectives)	Develop <i>assessment instrument(s) & evaluation rubric(s)</i> appropriate to established general education learning objective	1) Creation of assessment instrument that provides valid measure of student achievement; 2) Creation of evaluation rubric appropriate to assessment instrument;	Faculty Coordinator for GELOA will: 1) Suggest instruments/tools faculty might utilize; 2) Discuss benefits/drawbacks of alternative assessment techniques; 3) Promote use of instruments that are both practical to administer and that will provide valid/useful	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL)	Faculty Coordinator for GELOA will: 1) Meet with college deans, department chairs and/or faculty to explain/discuss assessment process; 2) Cooperate with CAACs, DACs and department assessment committee work to develop appropriate	Fall 2012	
--	--	--	---	--	---	-----------	--

			data		instruments/rubrics 3) Cooperate with CAACs and DACs to develop assessment reporting form.		
	Administer <i>pilot</i> assessment instrument, evaluate student work using rubric, and collect/report results	Area B & C CAACs and DACs and selected faculty volunteers administer assessment and report data	1) Faculty Coordinator for GELOA conducts Train-the-Trainer workshops for Core Area Assessment Coordinators (CAACs) and Disciplinary Assessment Coordinators (DACs); 2) DACs identify department faculty volunteers for pilot; 3) CAACs conduct assessment instrument-specific training workshops for department volunteers	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL) in cooperation with Area B & C CAACs and DACs	1) Design, organize and conduct presentations on administration of assessment, use of evaluation rubric and collection of data; 2) Train faculty in how administer instrument, evaluation output, collect data and report outcomes using assessment reporting form.	Spring 2013	\$13,000 (\$6,500 x 2 coordinators) for Area B & C CAACs \$45,500 (\$6,500 x 7 coordinators) for Area B & C DACs
	<i>Refine</i> assessment instruments, evaluation rubrics and/or method of assessment as appropriate	Area B and C CAACs and DACs have finalized rubrics and assessment system ready to be administered in Spring 2014	1) Review data from pilot assessment; 2) Consult faculty involved in pilot for feedback; 3) Refine instrument in light of feedback	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL) in cooperation with Area B & C CAACs and DACs	Regular meetings between Faculty Coordinator for GELOA and Area B & C CAACs and DACs	Fall 2013	
	Train faculty to administer assessment instrument and apply rubric to evaluate student work	Faculty complete training sessions and demonstrate understanding of assessment process	1) Identify faculty teaching appropriate courses; 2) Train faculty volunteers to administer instrument, evaluate output, collect data and report outcomes to CAAC	Area B & C DACs in coordination with Faculty Coordinator for GELOA	Discipline-specific faculty training workshops	Fall 2013	\$45,500 (\$6,500 x 7 coordinators) for Area B & C DACs
	Administer refined assessment instrument	Faculty implementation of assessment instruments in appropriate general education courses	Area B & C faculty implement instrument, evaluate output, collect data and outcomes to CAAC using assessment reporting form	Area B & C DACs in coordination with Faculty Coordinator for GELOA	Use of B & C instruments, evaluation rubrics, and assessment forms	Spring 2014	\$10,000 (\$200 X 50 faculty) Stipends to FT/PT faculty to attend workshop & administer assessment
	Collect, analyze and report assessment data	Completes assessment report & submits to GEC and Faculty Coordinator for GELOA	1) Aggregate data collected from participating faculty; 2) Analyze data with a view to assessing overall level of student achievement, 3) Report data to departments, the GEC, and Faculty Coordinator for GELOA	Area B & C CAACs		Spring 2014	\$13,000 (\$6,500 x 2 coordinators) for Area B & C CAACs

**FALL 2013-SPRING 2015 GENERAL EDUCATION ASSESSMENT CYCLE
AREA A2 (QUANTITATIVE) &
AREA D (SCIENCE/MATHEMATICS/TECHNOLOGY)**

Assess Student Learning in General Education Area A2 (Quantitative) and Area D (Science/Math/Tech nology)	Develop <i>assessment instrument(s) & evaluation rubric(s)</i> appropriate to established general education learning objective	1) Creation of assessment instrument that provides valid measure of student achievement; 2) Creation of evaluation rubric appropriate to assessment instrument;	Faculty Coordinator for GELOA will: 1) Suggest instruments/tools faculty might utilize; 2) Discuss benefits/drawbacks of alternative assessment techniques; 3) Promote use of instruments that are both practical to administer and that will provide valid/useful data	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL)	Faculty Coordinator for GELOA will: 1) Meet with college deans, department chairs and/or faculty to explain/discuss assessment process; 2) Cooperate with CAACs, DACs and department assessment committee work to develop appropriate instruments/rubrics 3) Cooperate with CAACs and DACs to develop assessment reporting form.	Fall 2013	
	Administer <i>pilot</i> assessment instrument, evaluate student work using rubric, and collect/report results	Area A2 & D CAACs and DACs and selected faculty volunteers administer assessment and report data	1) Faculty Coordinator for GELOA conducts Train-the-Trainer workshops for Core Area Assessment Coordinators (CAACs) and Disciplinary Assessment Coordinators (DACs); 2) DACs identify department faculty volunteers for pilot; 3) CAACs conduct assessment instrument-specific training workshops for department volunteers	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL) in cooperation with Area A2 & D CAACs and DACs	1) Design, organize and conduct presentations on administration of assessment, use of evaluation rubric and collection of data; 2) Train faculty in how administer instrument, evaluation output, collect data and report outcomes using assessment reporting form.	Spring 2014	\$13,000 (\$6,500 x 2 coordinators) for Area A2 & D CAACs \$32,500 (\$6,500 x 5 coordinators) for Area A2 & D DACs
	<i>Refine</i> assessment instruments, evaluation rubrics and/or method of assessment as appropriate	Area A2 & D CAACs and DACs have finalized rubrics and assessment system ready to be administered in Spring 2015	1) Review data from pilot assessment; 2) Consult faculty involved in pilot for feedback; 3) Refine instrument in light of feedback	Faculty Coordinator for GELOA (assisted by CETL Assoc. Dir. of SoTL) in cooperation with Area A2 & D CAACs and DACs	Regular meetings between Faculty Coordinator for GELOA and Area A2 & D CAACs and DACs	Fall 2014	
	Train faculty to administer assessment instrument and apply rubric to evaluate student work	Faculty complete training sessions and demonstrate understanding of assessment process	1) Identify faculty teaching appropriate courses; 2) Train faculty volunteers to administer instrument, evaluate output, collect data and report outcomes to CAAC	Area A2 & D DACs in coordination with Faculty Coordinator for GELOA	Discipline-specific faculty training workshops	Fall 2014	\$32,500 (\$6,500 x 5 coordinators) for Area A2 & D DACs
	Administer refined assessment instrument	Faculty implementation of assessment instruments in appropriate general education courses	Area A2 & D faculty implement instrument, evaluate output, collect data and outcomes to CAAC using assessment reporting form	Area A2 & D DACs in coordination with Faculty Coordinator for GELOA	Use of A2 & D instruments, evaluation rubrics, and assessment forms	Spring 2015	\$10,000 (\$200 X 50 faculty) Stipends to FT/PT faculty to attend workshop & administer

	Collect, analyze and report assessment data	Completes assessment report & submits to GEC and Faculty Coordinator for GELOA	1) Aggregate data collected from participating faculty; 2) Analyze data with a view to assessing overall level of student achievement, 3) Report data to departments, the GEC, and Faculty Coordinator for GELOA	Area A2 & D CAACs		Spring 2015	assessment \$13,000 (\$6,500 x 2 coordinators) for A2 & D CAACs
--	---	--	--	-------------------	--	-------------	---