Sonoma State University
Points of Evidence: Line of Inquiry II - Program Review & Assessment
February - October 2017

Note to WASC Team: This Points of Evidence document is designed to demonstrate the work accomplished on this Line of Inquiry since February 2017, when the *Institutional Report* was submitted. The speed of change on campus makes these points of evidence useful.

Points of Evidence:

Administrative Structures Supporting Integration of Program Review, Academic Planning, and Resources
- Associate Vice President for Academic Resources hired Summer 2017
- Center for Community Engagement and Student Affairs staff involved in creating processes for unit/departmental/student services assessment processes
- Strategic Planning Process that will include development of Institutional Learning Outcomes [See **Points of Evidence: Line of Inquiry IV - Strategic Planning for further details**]

Campus Assessment Working Group
- ASPIRE working group established Summer/Fall 2017 to coordinate assessment activities on campus, engage in cross-divisional discussions about assessment, and make recommendations about and participate in faculty and staff development around assessment
- ASPIRE members will receive professional development in AY 17/18 in support of departmental and/or programmatic assessment practices.

Policies and Procedures
- Revisions to Program Review Policy - Approved by Academic Senate (May 2017) [See **document in WSCUC Team Box Folder for Line of Inquiry II - Program Review and Assessment**]
- Revisions to Program Review Template - Approved by University Program Review Subcommittee and Academic Planning, Assessment, and Resources Committee (September 2017) [See **document in WSCUC Team Box Folder for Line of Inquiry II - Program Review and Assessment**]
- Revisions to Program Review Checklist (Office of Academic Programs - September 2017) [See **document in WSCUC Team Box Folder for Line of Inquiry II - Program Review and Assessment**]
- Timeline for Program Review developed (Office of Academic Programs - September 2017) [See **document in WSCUC Team Box Folder for Line of Inquiry II - Program Review and Assessment**]

Data for Program Review
Office of Reporting and Analytics has developed a suite of data related to the Program Review Template and is helping programs beginning self-study make use of analytic software such as

- BlackBoard Analytics
- CSU Degree Database

- National Clearinghouse Data

Faculty Development and Support
- School Assessment Coordinator's position description revised Fall 2017 to include working with departments to collect and review course syllabi for measurable learning outcomes, to assist programs with development of measurable program learning outcomes, and to assist with development of Institutional Learning Outcomes, GE Assessment, and institutional assessment processes [See **document in WSCUC Team Box Folder for Line of Inquiry II - Program Review and Assessment**]
- Required Program Review Workshops for programs initiating self-study (September 22 and 26, 2017)
- Procedure developed for assisting programs with self-study, involving the Office of Academic Programs, the Office of Reporting and Analytics, and the Faculty Center:
  - Office of Reporting and Analytics will provide data for Program Review Template for each program undergoing self-study and will customize reports. ORA will contact each department with data access and invite faculty to work with them to customize reports
  - Office of Academic Programs will contact each program undergoing self-study in November to answer questions or provide support for the drafting process and will contact each program in February to discuss External Review process and ensure drafts are being completed
  - Faculty Center will contact each program undergoing self-study after Program Review Workshops to offer assistance related to development of measurable learning outcomes, curriculum mapping, identification of signature assignments and evaluation tools, collection of evidence, and closing the loop discussions

General Education
- GE Program Review produced Spring and Summer 2017 that analyzes available metrics and assessment data
- GE External reviewer will produce report with recommendations about GE assessment (due Fall 2017)
- Revisions to EO 1100 will necessitate changes to GE curriculum, and GE Subcommittee has begun discussions about changes to GE learning outcomes [See **Points of Evidence: Line of Inquiry I - Identity / Distinctiveness for further information**]

Graduate Education
Graduate Studies Subcommittee has agreed to develop a process for addressing graduate-level learning outcomes at the institutional level and will work with programs to clearly differentiate graduate-level learning outcomes from undergraduate-level learning outcomes.

Course Outline Policy
Educational Policy Committee is currently in the process of developing a proposed set of revisions to the Course Outline Policy and Template to set clearer expectations related to course learning outcomes, as well as other aspects of course syllabi; those revisions will also be reviewed by FSAC, the Office of Faculty Affairs, and other relevant shared governance committees and administrators.

Course Outcomes
Process developed through Office of Academic Programs, deans' offices, department chairs, School Assessment Coordinators, and Faculty Center for collecting course syllabi using OnBase software and evaluating syllabi for measurable learning outcomes; Faculty Center will assist faculty with development of measurable learning outcomes.