

College or Unit Level Annual Assessment Report – DUE June 1
Final Template and Guidelines
(Rev. May 8, 2017)

College or Unit Name:

Report Year: 2016-17

Submitted by:

Submitted on (date):

EMU's Mission and Expectation for Assessment

[\(https://www.emich.edu/assessment/\)](https://www.emich.edu/assessment/)

Mission

EMU creates a culture of assessment through collaborative planning, systematic implementation, and rigorous analysis of collected data to make informed decisions that enhance opportunities for students to learn and to strengthen all curricular and co-curricular areas.

Expectation

EMU expects all curricular and co-curricular areas to generate and implement learning goals, collect relevant data, and use on-going assessment processes for continuous improvement.

Purpose of Unit Reports on Assessment of Student Learning

The nine units that report on assessment of student learning (see the list below), list their goals for the academic year, describe what goals were accomplished, and provide examples of how assessment data were used to enhance programs (i.e., to “close of the loop” of the assessment cycle).

Unit Reports and Final Preparation for HLC's Campus Visit (October 23-24, 2017)

EMU is preparing its self-study and accreditation report for the Higher Learning Commission. By the beginning of July, a draft of the report will be submitted to the Board of Regents, the University President, and Provost. A final draft should be ready by September 1. The information you provide will be useful to the HLC Planning Teams, particularly teams #3 (Teaching and Learning: Quality, Resources, and Support) and #4 (Teaching and Learning: Evaluation and Support).

For links to the assessment page for each of the following, go to

<https://www.emich.edu/assessment/unitsaessment.php>

- College of Arts and Sciences
- College of Business
- College of Education
- College of Health and Human Services
- College of Technology
- General Education
- Graduate School
- Student Affairs & Student Services
- University Library

Please address all seven items.

1. **Description of Council/Committee.** Briefly describe how your assessment council or committee is organized, *provide a list of the faculty and staff* who directly contribute to it. Please describe any changes to the structure that were based on analysis and observations of assessment processes or practices.
2. **Assessment Goals.** In addition to the primary goals of assessing student learning and using gathered information to improve programs and opportunities for students to learn, list other 2016-17 unit goals that were designed to support student learning or assessment of student learning. (Please note whether these were direct, indirect or operational.)
3. **Summary of Accomplishments.** Summarize the accomplishments your unit achieved during 2016-17 toward assessing student learning and “closing the loop” of the assessment cycle. Next, summarize the activities your unit engaged in during 2016-17 toward meeting other assessment goals listed above in #2.
4. **Examples.** Provide 2-3 descriptive examples from your unit’s activities that highlight how you (1) assessed student learning and, (2) “closed the loop.” **(This is a critical part!)**
 - The examples might be ones that *indirectly* influenced student learning (e.g., reorganizing assessment councils, revising templates or outcomes, etc.).
 - At least one example should describe a *direct* measure or approach to assessing student learning and *how you closed the loop of assessment* to improve the program or opportunities students will have for learning.
5. **Closing the Loop: Over Time Analysis.** For the past few years, we have focused on how information collected and analyzed during assessment of student performances is used to close the loop of assessment. Peruse your past two or three annual reports and describe how programs in your unit have strived to close the loop. You might consider processes coordinated by your assessment council/committee (e.g., how you ensured quality across assessments, etc.); patterns of actions; or how you have improved upon the process of closing the loop over time.
6. **Next Year’s Goals.** As you turn toward the next academic year (2017-18), list and briefly describe goals that emerged from the current year and that you will focus on next year?
7. **Provide the Template used for Reporting.** Finally, please provide a copy of a representative template that you used for programs to report their assessment findings.