



## Mānoa Assessment Committee

### Spring 2014 Senate Committee report

The Mānoa Assessment Committee (MAC) was formed during the 2008-2009 academic year and first met in the fall semester of 2009. This report of MAC's activities for Spring Semester 2014 describes the committee's purposes and major tasks, lists the committee members, and describes the major activities undertaken by the committee during the semester.

### Committee Purposes and Major Tasks

The purposes and major tasks of the MAC that were specified in the 2009 Senate resolution that authorized the committee were to (a) establish assessment policies, (b) identify the most appropriate assessment practices and uses, (c) review resource needs and recommend concomitant budgetary applications, (d) liaise with the faculty to promote effective practices, (e) consult with subject matter experts, (f) produce an annual report, (g) serve as a repository of assessment activities, (h) provide consultation to the administration about gaps in available assessment information, (i) recommend changes in processes, (j) review the usefulness of assessment strategies, and (k) ensure that the Mānoa campus uses assessment data to inform decision-making and improve student learning.

### Committee Membership

The resolution authorizing the committee states that MAC membership should include nine voting members (four from Arts and Sciences and five from other units) and four non-voting members (the Senate Executive Committee [SEC] liaison, the Assessment Office [AO] Director, an undergraduate student, and a graduate student). The voting members in 2013–2014 were

- Chairperson Ian Belton (College of Arts & Humanities) [fall only],
- Vice-Chairperson Olivier Le Saux (John A. Burns School of Medicine),
- Daniel Jenkins (College of Tropical Agriculture and Human Resources),
- George Harrison (Curriculum Research and Development Group),
- Adam Pang (Learning Assistance Center),
- H. Ron Riggs (College of Engineering),
- Sang Yee Cheon (East Asian Languages and Literatures & Korean Language Flagship Center),
- Lilia Santiago (College of Languages, Linguistics, and Literature )
- Amy Schiffner (College of Arts & Humanities), and
- Scott Robinson (College of Education) [spring only].

Ian, Lilia, Olivier, and Scott were the Faculty Senators on the committee. The SEC liaison was Stacey Roberts. Aaron Levine served as the graduate student representative and Kimberly Onishi represented the Associated Students of the University of Hawai'i. Monica Stitt-Bergh and Yao Hill, faculty specialists serving as AO staff,



attended the committee meetings contributed much information and expertise. During this semester Ian Belton had to step down from his position of Chair of MAC. Olivier Le Saux was nominate and elected as Chair and Lilia Santiago was nominated and elected Vice-Chair.

### Major Committee Activities

The MAC met 3 times during the 2014 Spring Semester. Briefly, its activities included the following:

*Online Assessment Report:* The committee discussed a proposed change to an item in next year's online assessment report form for undergraduate programs. In the current assessment report form, there is an open text box for undergraduate programs to list their intended degree program SLOs. The proposed revision is for the text box to be replaced with a chart containing a list of ILOs and the program's SLOs as rows. Each program would indicate on the chart which of their program SLOs are related to ILOs. The purpose is to gather more reliable data on how well UH's ILOs, in their current form, are represented in undergraduate programs.

A MAC subcommittee was formed to review the MAC's organizing document (*i.e.* by-laws) and to recommend modifications in fall 2014. The MAC subcommittee members are Adam Pang, Dan Jenkins, Stacey Roberts, and Yao Hill.

*Proposed Advanced Degree Program Institutional Learning Objectives: review & comment:* The committee discussed the targeted audience for the document and the inclusion of a statement about the purpose and or value of advanced degree ILOs as a better approach. The inclusion of a statement about the usefulness of ILOs (addressing the reason and purpose) and using the undergraduate ILO FAQ document as a model was also suggested. Furthermore, the committee felt that the current language did not adequately represent all curriculum activities and a suggestion to include more language towards the performing arts graduate degrees was proposed.

*Summary of assessment activities: College reports:* The discussion of the committee revolved around what can Mānoa do to help colleges increase or maintain program assessment activities. Discussions about including program assessment in tenure and promotion was included with respect to supporting assessment as a research endeavor.

*Other assessment issues:* the Assessment for Curricular Improvement Poster Exhibit was discussed along with the Assessment Leadership Summer Institute that will be held this summer (August 8-13). More discussions were held on how to increase assessment and assessment use of results on campus.

*Assessment Office Annual Reports.* Annual assessment reports are submitted to the Assessment Office each fall semester. Of the 232 degree programs, 227 (98%) submitted assessment reports in Fall 2013. A total of 68 programs requested feedback from Assessment Office, with the important caveat that only those programs



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completing 100% of the report were given the option of requesting feedback. MAC members, in collaboration with the AO, provided written feedback to these programs.