

Unit Plan for Assessing and Improving Student Learning in Degree Programs

Unit: Curriculum and Instruction

Unit Associate Head approval: Sarah McCarthy

Date: April 9, 2008

SECTION 1: PAST ASSESSMENT RESULTS

Brief description of changes or improvements made in your unit as the result of assessment results since 2000.

Since 2000, CI has put into place a “student progress report” for all doctoral students. In December, each doctoral student is required to complete a progress report, meet with his/her advisor, and turn in the form to the Program Secretary. This report has been used to identify students who are having difficulties. During spring 2008, the Associate Head of Graduate programs met with each of the students who were identified by their advisors as “unsatisfactory” to develop a plan of action. These plans are shared with the advisor and placed in the student’s file.

SECTION 2: REVISED ASSESSMENT PLAN

(a) PROCESS: Brief description of the process followed to develop or revise this assessment plan.

It is recommended that the process of identifying and meeting with all students determined “unsatisfactory” should continue. The Associate Head will contact the advisor and the student and meet to develop a plan for the student to make progress in the program.

Each year the Associate Head of Graduate Programs will prepare a summary report with the following information:

- a. Admissions (how many applied, admitted, matriculated)
- b. Track the progress of each doctoral student using indicators such as passing early research, qualifying exams, prelim and dissertation defense.

(b) STUDENT OUTCOMES: List Unit’s student learning outcomes (knowledge, skills, and attitudes).

Outcome 1. Students will demonstrate sufficient knowledge in the content area.

Outcome 2. Students will demonstrate sufficient knowledge in the area of research methods.

Outcome 3. Students will demonstrate the ability to share their expertise in the field of Curriculum and Instruction through scholarly writing, presentations at professional conferences and service activities.

(c) MEASURES AND METHODS USED TO MEASURE OUTCOMES:

GPA (3.0 or above)

Progress Report as completed by student and advisor (Satisfactory)

Meeting Requirements for each Benchmark. (Examining data from benchmarks—how much time is each student taking?)

Early Research

Research Specialization

Qualifying Exams

Preliminary Exam

Dissertation Defense

SECTION 3 : PLANS FOR USING RESULTS
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(a) PLANS: Brief description of plans to use assessment results for program improvement.

Associate Head of Graduate Programs will collect data each year using a. the progress reports and b. benchmark data.

Associate Head will analyze data to determine the benchmarks where students have difficulties and provide a plan for change. For example, using data from the last two years, the Associate Head found that many students were taking qualifying exams over the course of an academic year. We plan to put into place a policy that requires students to complete both/all exams within 120 days of taking the first exam.

(b) TIMELINE FOR IMPLEMENTATION:

We have already implemented the progress reports.

We plan to begin collecting data on all students beginning August 2008.

We plan to provide a summary statement beginning May 2009.