

Subject: Re: Assessment Committee and Writing
From: Jonathan Hagood <hagood@hope.edu>
Date: 10/18/13 2:30 AM
To: Will Polik <polik@hope.edu>
CC: Deirdre Johnston <johnston@hope.edu>

Dear Will,

I, as representative of the Assessment Committee's Writing Task Force, am writing to you, as Chair of the Academic Affairs Board.

In our meeting on October 10, 2013, the Assessment Committee agreed upon the following responses to the three-part charge to us as documented in the minutes to AcAB's September 17, 2013, meeting.

1. Charge: "provide examples of acceptable forms of assessment for each department (perhaps from other colleges) to aid them in determining how to tailor specific assessment tools"

Response: The Assessment Committee is working on this.

2. Charge: "look into using existing assessment tools (such as NSSE and SALT) to gather information from seniors in the specified classes to ascertain the degree in [sic] which the writing policy is being administered in each major, using the stated goals of writing as a basis"

Response: The Assessment Committee do not see NSSE or SALT as the best venues for assessing student outcomes re: writing. Nevertheless, we will recommend to departments that they consider incorporating NSSE and SALT data into their writing assessment plans.

3. Charge: "add in 'before and after' writing assessments, as in FYS and Senior Seminar classes"

Response: The current practice is for CIT to help collect all FYS Liberal Arts Essays and for all Senior Seminar students to download these essays, read them, write a reflection upon them, and upload them to Moodle for collection by CIT. The last review of these pairs of essays (the FYS essay and the Senior Seminar reflection upon it) took place on June 2-3, 2010 under the auspices of then Director of Assessment, Scott Vanderstoep. The Assessment Committee asks AcAB for direction on how often to undertake such a review (e.g., every X number of years) and what resources (i.e., \$\$\$) would be available for such a review.

Will you please communicate these three responses to AcAB?

In addition, after consultation with Courtney Werner, the Director of Writing, the Assessment Committee believes that it can best help the writing initiative by providing guidance for the departmental reports on writing that are due to divisional deans in January 2014. To that end, we are developing some guidelines, which I can forward to you within a week or two. We need AcAB to take these guidelines and send them to departments along with some kind of charge. For example, is this a format that is required? Or are these just suggestions? We can have a document

to you before your next meeting on Tuesday, November 5.

Please let me know if you have any questions that I and/or the Assessment Committee can answer.

Sincerely,

Jonathan

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