INSTRUCTIONS
UWW Summer Assessment Institute
Team Action Plans
June 2016

What concrete actions can your team take to make meaningful progress on your program’s assessment of student learning? What processes can you develop and implement to facilitate discussion and use of your data to improve student learning in your program?

There are many possibilities, and different programs are ready for and interested in different actions. The main goal is to move your program’s assessment forward and make use of data on student learning to improve the program. It is also important to think about how the processes being developed are sustainable beyond the current year.

Action plans should:

- Be ambitious, yet practical.
- Propose actions and goals that you can achieve, given real limitations.
- Assume resources already available to you, or that are reasonable to acquire.
- Use best practices in assessment.
- Integrate meaningful discussion of assessment and data.
- Move your program toward making use of data on student learning to improve your program.

- Create a short-term plan for what you can accomplish during summer 2016 (goals and actions you can achieve by August 2016). You will report the results of this plan at our August 17 follow-up meeting and submit a brief final report by August 31.
- Create a long-term plan for what you can accomplish during the 2016-2017 academic year (goals and actions you can achieve by April, 2017). You will submit a final report for this project by May 31, 2017.

Poster version (due morning of June 15, for presentation in the Institute)

- Outline the gist of your team's summer 2016 plan and the gist of your AY 2016-2017 plan.
• Display as a poster on flip-chart paper, using colored markers.
• Display your poster on the boards in Hyland 2200, by 10:15am.
• Give a 5-10 minute plan overview to further explain your poster and answer questions from other teams and guests.

Continued . . .
Written version (due June 30, 2016)

Email one written action plan per team to assessment@uww.edu by 4:30 pm on June 30. Please clearly address all of the following in your action plan, then add additional information if/as needed.

1. For your summer 2016 action plan (from now to August 2016):

<table>
<thead>
<tr>
<th>TEAM:</th>
<th>Computer Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEMBERS:</td>
<td>Lopa Mukherjee, Hien Nguyen, Zach Oster, Cheng Thao</td>
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</tbody>
</table>
| GOALS:           | 1) Generate direct assessment data by sampling questions from final exam of 6 courses and using an independent evaluator access student performance wrt to LO.  
                  | 2) Review student responses wrt to LO on course evaluations. |
| ACTIONS with TIMELINE: | 1) June 16’: Evaluators decided and exams collected  
                  | 2) July 17’: Evaluation of exams |
| ASSESSMENT TOOLS & STRATEGIES: | All SLOs  
                  | 1) Direct measure: Student performance on exams  
                  | 2) Indirect: Course evaluation surveys |
| DISCUSSION & DATA USE: | Data will tell us how students are performing and what their self evaluation is wrt how course are meeting SLOs. This will be discussed with instructors. |
| MOVING FORWARD: | This will result in direct data as to how well courses are meeting SLOs. |
| RESOURCE NEEDS: | Time |
| BARRIERS/DIFFICULTIES: | Expanding this to all courses |
2. Explain your action plan for the 2016-2017 academic year (May 2016 through April 2017):

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| GOALS:        | 1) Evaluate the math needs of a CS major and see if current math prereq are enough  
                2) Evaluate how to incorporate a work ethic component into programming courses |
| ACTIONS with TIMELINE: | 1) Survey faculty in all courses and ask them what math concepts they use in the courses they teach  
                2) Creating a mapping between these courses to math prereqs  
                3) Create more self evaluation tools for students to reflect on how much work they put in prog courses. |
| ASSESSMENT TOOLS & STRATEGIES: | SLOs: 2 & 3  
Indirect Measures:  
1) Surveying Faculty  
2) Create tools for self reflection |
| DISCUSSION & USE OF DATA: | 1) It will lead to a discussion wrt math requirements in CS  
                2) We will have discussions as to how to enforce the work ethic requirement consistently across courses |
| MOVING FORWARD: | It will help us identify what should be the prereq in math for a continuously evolving CS curriculum |
| RESOURCE NEEDS: | time |
| BARRIERS/DIFFICULTIES: | 2nd goal is a little abstract. It need to be fleshed out more |
| SUSTAINABILITY: | We will evaluate the SLOs from year to year to see if |
the changes are resulting in positive gains

Continued…
Progress Checking and Stipend Payments

• After your written plan has been approved, the first part of the stipend (maximum $600) will be released for each team member.

• All teams will meet on August 17 (half day) to share and discuss the results of their summer project and discuss any revisions to the team’s action plan for AY 2016-2017.

• Final report of summer projects are due by August 31. A template will be provided.

• Final action plans for AY 2-16-2017 are due by August 31. Update your initial plan using the template above (pages 2-3).

• All teams will meet in January 2017 for a progress check on academic year action plans (half day, specific date TBD).

• Each team submits a poster for Assessment Day, tentatively scheduled for February 2017. Poster proposals will be due in mid-January 2017. Posters can focus on just the summer project, just the ongoing academic year project, or a combination of both. (You can also submit two separate posters.)

• After the January check-in and after Assessment Day posters have been submitted, the last part of the stipend (maximum $400) will be released for each team member.

• Final report of AY 2016-2017 projects are due by May 31, 2017. A template will be provided.

Please note that it can take substantial time to process payments and get them to you, and payment schedules vary across employee categories. Please contact Leah Grochowske (grochowl@uww.edu) with questions about payments.
Mentoring for UWW Summer Institute 2017: Although not required, we hope that some of you will be willing to serve as guests and reviewers for future Institutes!