

# **Liberal Studies Blended Program**

## **Student Outcomes Assessment Plan**

### **Mission Statement**

The mission of the Liberal Studies Blended Program is to provide a strong knowledge-based education in the liberal arts, along with skills and attributes that will provide subject matter preparation for elementary teaching or preparation for other professions and fields of public service.

### **Goals**

1. Be well educated and capable in content areas and committed to continued intellectual growth. (Content)
2. Understand and appreciate the perspectives and contributions of diverse groups. (Diversity)
3. Be able to translate essential subject matter knowledge into effective teaching. (Performance)
4. Be able to utilize a variety of appropriate teaching strategies and technology. (Technology)

## **Liberal Studies Action Plan - Assessment Timeline – 2007-2014**

### ***Fall 2007:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
- Identify Lead Faculty Contact for each department (#2C)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Advisory Board Meeting (#3D)
  
- Secure Liberal Studies Representation on Council of Chairs (#4A)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
- Reaffirm LS Committee is all-university committee (#5B)

### ***Spring 2008:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Conference (#3E)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
- Develop Specific Questions involving Dept./School/College involvement with Liberal Studies for Provost's Annual Report #4F)

## **Liberal Studies Action Plan - Assessment Timeline – 2007-2014**

### ***Fall 2008:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
- Assessments Plan Received/Updated (1D)
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Advisory Board Meeting (#3D)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
- Survey Liberal Studies Faculty (#4A)
- Develop a Liberal Studies Unit for CETL (#4H)
  
- Conduct a recruitment meeting w/community members and students to devise recruitment plan (#7A)
- Collect baseline data for enrollment (#7B)
- Develop a marketing campaign for Liberal Studies (#6A)

### ***Spring 2009:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Conference (#3E)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
- Develop Questions addressing Dept/College/School Support (#4B)
- Hold a one-day off-campus retreat with Liberal Studies faculty (if endorsed by Provost) (#4B)
  
- Implement Recruitment Plan (#7G)

## **Liberal Studies Action Plan - Assessment Timeline – 2007-2014**

### ***Fall 2009:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
- Review Academic syllabi for compliance with CCTC standards (#2C)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Advisory Board Meeting (#3D)
  
- Add an identity item to the Liberal Studies Blended Questionnaire (#6D)

### ***Spring 2010:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Conference (#3E)
  
- Faculty Award presented at Convocation (#4G)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
  
- Determine Classrooms for selected Liberal Studies Courses (#6A)
  
- Evaluate Results of the Recruitment Plan for minorities/males in elementary teaching (#7D)

## **Liberal Studies Action Plan - Assessment Timeline – 2007-2014**

### ***Fall 2010:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Advisory Board Meeting (#3D)
  
- Develop Annual Award for Liberal Studies Faculty Member (#4C)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
  
- Highlight Exceptional Liberal Studies students on the web etc. (#6B)

### ***Spring 2011:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Conference (#3E)
  
- Faculty Award presented at Convocation (#4G)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)

## **Liberal Studies Action Plan - Assessment Timeline – 2007-2014**

### ***Fall 2011:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Advisory Board Meeting (#3D)
  
- Develop Annual Award for Liberal Studies Faculty Member (#4C)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
  
- Review Academic Syllabi for compliance with CCTC standards (#2B)

### ***Spring 2012:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Conference (#3E)
  
- Faculty Award presented at Convocation (#4G)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)

## **Liberal Studies Action Plan - Assessment Timeline – 2007-2014**

### ***Fall 2012:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Advisory Board Meeting (#3D)
  
- Develop Annual Award for Liberal Studies Faculty Member (#4C)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
- Reaffirm LS Committee is all-university committee (#5B)

### ***Spring 2013:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Conference (#3E)
  
- Faculty Award presented at Convocation (#4G)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)

## **Liberal Studies Action Plan - Assessment Timeline – 2007-2014**

### ***Fall 2013:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Advisory Board Meeting (#3D)
  
- Develop Annual Award for Liberal Studies Faculty Member (#4C)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)
- Reaffirm LS Committee is all-university committee (#5B)

### ***Spring 2014:***

- Assessments will be conducted (#1A)
- Assessments compiled (#1B)
- Assessments reviewed (#1C)
  
- Program curriculum reviewed (#2A)
  
- Liberal Studies Review Committee Meetings (#3A)
- President's Commission on Teacher Education (#3B)
- Multiple Subject Review Committee Meetings (#3C)
- Liberal Studies Conference (#3E)
  
- Faculty Award presented at Convocation (#4G)
  
- Academic Personnel Office will notify Dean Beare when an academic educator search is approved (#5A)

## I Specific Issues to be Addressed

### a) Issue 1: *The Liberal Studies Program and Courses must be systematically assessed*

#### i. Proposed Action, Expected Outcome

Objective	Who Involved?	When Will it Occur?	How Evaluated?
The Five Year Assessment Plan 2004-05 through 2008-09 will be implemented:			
a) Assessments specified each year will be conducted	Review Committee/Department Chairs and Faculty	Annually 2007-2014	Assessments Conducted
b) Assessments compiled	Coordinator	Fall or Spring Semesters 2007-2014	Assessment Reports Completed
c) Assessments reviewed with appropriate action taken	Review Committee	Spring or Fall Semester for prior year 2007-2014	Evidence of review and action(s) taken in Committee minutes
d) Assessment Plan reviewed and updated	Review Committee	2008-2009; 2012-2013	Committee minutes

**ii. Cost/Resource, Implications** - No additional resources needed.

**iii. Sources of Funds/Resources** – Maintain current Program staff and funding support.

**iv. Benchmark and Timeline for Solution** – See “When will it occur?” under **i** above.

**b) Issue 2:** *Assure the Liberal Studies curriculum and coursework continue to be in compliance with CCTC academic standards for the Multiple Subject Credential.*

**i. Proposed Action, Expected Outcome**

Objective	Who Involved?	When Will it Occur?	How Evaluated?
a) Program Curriculum will be reviewed and revised	Review Committee	As requested internally by faculty/administrators or externally by State or federal policy/legislative changes 2007-2014	committee minutes
b) Review Academic syllabi to assure compliance with CCTC Standards every three years	Coordinator/Committee Academic/Faculty/Provost	Fall 2009; Fall 2012	Syllabi reviewed and updated
c) Identify a Lead Faculty contact for each department offering Liberal Studies courses.	Review Committee with support from Deans and Provost if needed	Fall 2007	List of lead Faculty members for all departments published

- ii Cost/Resources** – No additional Resources needed for item a & c. Item b & c may require support from the Dean’s and the Provost.
- iii Sources of Funds/Resources** – Maintain current program staff and funding support.
- iv Benchmark and Time Line for Solution** - See “When will it Occur?” under **i** above.

c) **Issue 3:** *Liberal Studies Staff and Faculty will collaborate with University faculty/administrators, regional community college faculty/administrators, and public school personnel in addressing Liberal Studies and other Education related issues*

**i. Proposed Action/Expected Outcome**

Objective	Who Involved?	When Will it Occur?	How Evaluated?
Collaboration will be evident as follows:			
a) Liberal Studies Review Committee meetings	Committee	Bi-monthly 2007-2014	Committee minutes
b) President’s Commission on Teacher Education	Coordinator/Lead Advisor	Quarterly 2007-2014	Commission minutes
c) Multiple Subject Review Committee	Coordinator/Lead and Staff Advisors	Bimonthly during academic year 2007-2014	Committee minutes
d) Liberal Studies Advisory Board Meeting	Coordinator/Advisory Board	Fall Semester 2007-2014	Board minutes
e) Liberal Studies Conference	Coordinator/Review Committee	Spring Semester 2008-2015	Conference Held

- ii. **Cost/Resource Implications:** No additional resources needed for items a, b, & c. Items d & e will continue to receive funding support from the Provost.
- iii. **Source of Funds/Resources:** Maintain current program staff & funding support for items a, b, & c. Annual supplementary support is needed from the Provost for items d & e.
- iv. **Benchmark and Time Line for Solution:** See” When Will it Occur?” under i above.

**d) Issue 4:** *Develop greater Liberal Studies faculty identity and satisfaction with involvement in the program.*

**i. Proposed Action/Expected Outcome:**

Objective	Who Involved?	When Will it Occur?	How Evaluated?
Faculty identity initiatives will include:			
a) Survey Liberal Studies faculty to determine 1) what is working and what should be improved, 2) should a Liberal Studies Retreat be held and if so would it be well attended & productive?	Coordinator/Review Committee	Fall 2008	Survey developed, implemented and results compiled. Decision about a Liberal Studies Retreat made.
b) Hold a one-day off campus retreat with Liberal Studies faculty if purpose & goals of the event are clear and endorsed by the Provost.	Coordinator/Review Committee/Provost	Spring 2009	Retreat Held
c) Secure Liberal Studies representation at Council of Chairs.	Coordinator/Committee/ Chair of Chairs	Fall 2007	Representation at Chair meetings approved and occurs.
d) Have Liberal Studies be a topic at a future Chairs meeting	Coordinator, Committee, Chair of Chairs, Janette Redd-Williams	Spring 2008	Liberal Studies is an agenda item at a Chairs meeting
e) Secure Liberal Studies representation at the Academic Senate by meeting with liberal Studies Academic department senators.	Coordinator, Review Committee	Fall 2007	Meeting(s) with senate Liberal Studies Academic department representatives held.
f) Develop specific questions addressing Department/College/School involvement and support of Liberal Studies for inclusion in the Annual Report.	Coordinator, Committee, Kremen Dean, Provost	Spring 2009	Report Guidelines include questions pertaining to how Departments/ Colleges/Schools support Liberal Studies.
g) Develop an annual award for an Outstanding Liberal Studies faculty member	Review Committee	Guidelines developed Fall 2009 Award Granted Spring 2010-2014	Award Presentation at Convocation beginning Spring, 2010
h) Develop a Liberal Studies unit for the CETL Teaching and Learning Seminar	Liberal Studies Chair & CETL Director	Annually during Teaching and Learning Seminar Fall 2008	Unit is offered at the Seminar

**ii. Costs/Resource Implications** – No major monetary costs are anticipated for items a, c, d, e, f, g & h. However, more staff and coordinator resource time is anticipated for items a, b, c, & e and monetary support for item b (\$500 - \$1,000) will be needed.

**iii. Sources of Funds/Resources** – Support for items b & g will need to come from the Provost.

**iv. Benchmark and Timeline for Solution** – See “When Will it Occur?” under i above.

e) **Issue 5: Identify and support quality Liberal Studies Faculty**

**i. Proposed Action/Expected Outcome**

Objective	Who Involved?	When Will it Occur?	How Evaluated?
Faculty identification and support initiatives will include:  a) Academic Personnel office staff will notify Dean Beare when an academic Educator search is approved  b) Reaffirm that the Liberal Studies Review Committee is approved as all-University Committee  c) Nominate a Liberal Studies Faculty member for a Provost award	Academic Personnel Director, Dean Beare  Provost  Committee	Annually when Provost approves searches 2007-2014  Fall 2007  Do not implement	Dean Beare is aware of all University academic educator searches  Letter sent to all University Administrators and Faculty  Nomination submitted

**ii. Cost/Resource Implications** - No monetary costs required for items a-c. However, more coordinator/committee resources time required on items a, & c.

**iii. Source of Funds/Resources** - At some point of time additional coordination time will be required subject to approval of the Education Dean & Provost.

**iv. Benchmark** – See “When Will it Occur?” under **i** above.

f) **Issue 6:** *Create a greater sense of community among Liberal Studies students*

i. **Proposed Action/Expected Outcome**

<b>Objective</b>	<b>Who Involved?</b>	<b>When Will it Occur?</b>	<b>How Evaluated?</b>
a) Determine designated Liberal Studies classrooms for selected Liberal Studies courses such as Mathematics & Puppetry	College Deans/Department Chairs/Scheduling office	Fall 2008	Number of designated Liberal Studies Classrooms
b) Highlighted exceptional Liberal Studies students on the web, at “special events/orientations” and other appropriate media	Coordinator/Review Committee	Fall 2008	Pictures and related information are found on the web and at other prominent locations
c) Develop a Liberal Studies marketing Plan	Coordinator/Review Committee/ University Communication	Fall 2008	Report developed on objectives of the marketing plan
d). Add an identity item to the Liberal Studies Blended Questionnaire	Liberal Studies Advisor	Fall 2009	Item added to questionnaire, information about item compiled & discussed with committee

ii. **Cost/Resource Implications** – No additional costs are required for items a, b & d. However, item c will require approximately \$1,000.00 for developing/placing the banners.

iii. **Source of Funds/Resources** – Education Dean and/or Provost special allocation.

iv. **Benchmark** – See “When Will it Occur?” under i above.

**g) Issue 7: Increase enrollment of minority students in Liberal Studies with special emphasis on Native American and African American populations**

**i. Proposed Action/Expected Outcome**

Objective	Who Involved	When Will it Occur?	How Evaluated?
a) Conduct a minimum of one recruitment meeting with community members and students and devise a Recruitment Plan for recruiting African/Native American/males to become elementary teachers	Coordinator/Review Committee/Outreach (Frances Pena & Bernie Vinovrski)	Fall 2008	Meetings held and a plan is developed
b) Collect baseline data for enrollment of African Americans/Native Americans/males enrolled in elementary teaching programs	Coordinator	Fall 2008	Baseline data on African Americans/Native Americans/males is compiled in a report
c) Implement the Recruitment Plan developed at the Fall 2007 meeting	Coordinator/Review Committee/Outreach (Frances Pena & Bernie Vinovrski)	Spring 2009	The Recruitment Plan is implemented
d) Evaluate results of Plan Implementation	Coordinator	Spring 2010	Enrollment of African Americans or Native Americans in the Liberal Studies major and/or Multiple Subject Credential

**ii. Cost/Resource Implications** – Faculty/staff resources are sufficient. However depending on the nature of the recruitment activity, additional monetary resources may be required.

**iii. Source of Funds/Resources** – Education Dean and/or Provost.

**iv. Benchmark** – See “When Will it Occur?” in **i** above.