

#1. 2017 – 18 Undergraduate Program Assessment Plan: Gen Ed

Department: CEL

Date:11/2/17

General Education Committee has selected the following area for the 2017-2018 assessment cycle:

COMMUNICATION: to demonstrate effective communication skills for personal, academic and professional purposes.

General Education Committee: Background: What factors caused the committee to choose this particular assessment outcome? If this outcome was selected because of a perceived problem, please explain.

The committee selected this outcome based upon two criteria: 1) effective communication skills in a broad range of forms (including but not limited to written, oral, visual and technological media) is a key goal of our general education curriculum; 2) Difficulties specifically with written communication has become a concern of faculty across disciplines.

Department: *What student outcome will the department assess that addresses: "The student will be able to demonstrate effective communication skills for personal, academic and professional purposes? Communicate personal expectations for qualities that they seek from their site supervisors. This should be done in a manner that allows a face-to-face exchange of personal needs and an assessment of the degree to which those needs have been met.*

Department: *What specific question(s) are you attempting to answer through assessing this student outcome? What are you trying to find out? There may be more than one question, but no more than three.*
Can a student enrolled in CEL 481 (DCE Internship) demonstrate the ability to assess supervisor capabilities using specific criteria and, most importantly, communicate their assessments directly to their supervisors?

Methodology:

1. **OBJECT*** - *What data (i.e. artifact, exam score, detailed description of assignment) will be collected?*
"DCE Intern Assessment of On-Site Supervisor" forms from all interns.
 - a. *How does this data address the assessment question?* The form outlines desirable supervisor qualities and requires the intern to assess the supervisor relative to these qualities and to discuss their evaluation with their supervisor,
 - i. *Include/attach a description/example of assessment tool to be used.*
2. *How will data be collected?* Interns will be required to bring the forms, signed by their supervisors, with them to the Mid-Year Conference.

Analysis of Artifacts: PERFORMANCE CRITERIA* -

Discuss :

- 1) How the artifacts will be analyzed (attach rubrics/scoring tools if used): signed form will indicate that the communication has taken place.
- 2) How you will know if it is good (i.e. score required by % of students): 100% of our students will have completed the evaluation and discussed it with their supervisors

**Submitted by: M. Blanke Date: 11/2/17 Reviewed by the Assessment Committee (Date):
11/13/17**

Department Chair notified approved or additional action needed: na