TO: Gary Steffen, Director of the School of Polytechnic
FROM: ETCS Assessment Committee
SUBJ: 2019-2020 Assessment Report for IET
DATE: February 5, 2020

The ETCS Assessment Committee has received and reviewed the IET program 2019-2020 Assessment report. Our comments below follow the rubrics derived from the revised Senate Document 98-22 Appendix D.

Some suggested improvements in last year's review were addressed:

- Input from alumni and employer surveys in the assessment process for PEOs
- A mapping table between the SOs and the PFW Baccalaureate Framework
- A mapping table between the SOs and IET core courses
- The Evaluation and Continuous Improvement Section provided a summary of the former assessment cycle findings along with the significant actions implemented

Some points still need improvements:

<u>Assessment plan:</u>

- Program Educational Objectives (PEOs) are identical for both BS and BA programs. Consider listing PEOs once.
- Consider providing a mapping between PEOs and SOs to show how SOs lead to the achievement of the PEOs.
- As part of the assessment plan, consider developing a set of rules for choosing courses to be assessed to ensure that all IET courses are regularly evaluated.
- External members of IAC reviewed PEOs. However, no specific survey results were provided.
- Some parts of the assessment plan are described in the results section. Consider clearly defining the assessment plan in its respective section.
- The process of reviewing and updating PI is not clear. Consider including as part of the assessment plan.
- The Alumni Survey is conducted triennially instead of annually. Any reason?
- Plan for increasing the Exit survey return rate?
- Student assessments on SOs for several courses are missing.
- Consider having a list of courses that have been assessed (e.g., for the last five cycles) and a list of courses to be assessed in the next assessment cycle.

<u>Reporting results:</u>

- Consider defining a minimum acceptable score for alumni surveys.
- Limited information is provided about the data collection process.
- Student indirect course assessment results were not collected. This data is expected to be reported in next year's assessment report.

- Tables 3 & 6 provide a better format to show collective course assessment results than listing each course individually. Consider adding an extra row; in both tables, showing the average for each SO.
- The collected data doesn't show the semester in which the assessed courses were taught.
- The course improvement comments are not explicit if they were attained or suggested.
- The reporting of course assessment results needs more explanation in the light of historical data if applicable.
- Consider presenting historical data of Exit surveys.

Report dissemination and collaboration:

- It is not indicated if assessment results were shared or planned to be shared with different stakeholders. Also, the dissemination process/plan is not described.

Other recommendations:

- It appears IET, MET, CNET, and ITC programs use the same set of measures for assessment. Consider developing and using a uniform assessment report form.

If you have any questions, please let us know.