

General Faculty Organization

Nov 1, 2022

Re: CCAL Charge for 2022-23 Academic Year

Dear Professor Lovitt,

Thank you for serving as chair of the General Faculty Organization's Campus Council on Assessment and Learning (CCAL). In order to provide more transparency and clarity about the work of the GFO to our faculty and indeed UW Bothell students, staff, and administration, the GFO's Executive Council (EC) is formally charging each GFO standing committee and will publicize these charges at the Fall GFO meeting on October 27. We have developed the priority items in this charge letter collaboratively with you, during individual meetings and discussions with you as well as during the second EC meeting of the academic year on October 25.

The GFO has identified the following faculty priorities for its work in 2022-23:

1. Salary unit adjustment oversight
2. Diversity, Equity, Inclusion and Justice
3. Salary Equity
4. Promotion & Tenure
5. Role of faculty governance
6. Dispute resolution and Grievance
7. Review and revise policy on non-standard FTE-generating labor
8. Care for Faculty & Wellbeing
9. Assess implementation of campus learning goal #6 (community-engaged learning) and plan how it will be implemented across curricula to ensure all programs meet this goal.

The Vice Chancellor for Academic Affairs has identified several campus-wide priorities for 2022-23:

1. Review and revise policy on non-standard FTE-generating labor
2. Define criteria for sabbatical allocations at school level
3. Assess implementation of campus learning goal #6 (community-engaged learning) and plan how it will be implemented across curricula to ensure all programs meet this goal.
4. Unit salary adjustments (Gowri / CCPB)
5. Academic advising plan revisions for FYPP students (academic advisors / admissions)

The GFO have identified that item #9 on the GFO's priority list intersects with your work, and we look to your input and recommendations on this issue.

We do not expect your committee to work on all these issues, and we understand that much of your committee's work may not directly address any of these items. However, we do hope that the GFO will collectively work on all these issues, and for your committee to work on those items within your jurisdiction.

Below, we've listed the agreed upon areas of focus for your committee for the year, along with the expected final deliverable and the suggested timeline:

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As set out by the [Campus Assessment Plan](#) developed in Spring 2021, the primary charge of CCAL will be to continue advancing campus-wide assessment of our Undergraduate Learning Goals (ULGs):

1. **Initial School Assessment on the Diversity ULG** - “Understanding of diversity in cultures, identities, backgrounds, and experiences among individuals and groups”. It aims to answer the question, *What is the baseline level of understanding of diversity expected of all UW Bothell graduates?*
 - Timeline:
 - i. Winter and Spring 2023 - Review initial findings from Summer 2022 Assessment Committee. Provide recommendations for future work.
 - Deliverables:
 - i. Report of findings from initial school assessment of the Diversity ULG, with an eye toward setting specific, measurable goals for improvement for the next assessment cycle.
2. **Initial School Assessment on the Community Engagement ULG** - “Application of theory and skills that contribute to the public good through mutually beneficial engagement with community.”. It aims to answer the question, *What is the baseline level of understanding of community engagement expected of all UW Bothell graduates?*
 - Timeline:
 - i. Fall 2022- Start with CCAL-recommended, faculty-vetted minimum performance metrics for each theme adopted under the community engagement ULG to identify targets and map curriculum.
 - ii. Winter and Spring 2023 - Collaborate with the Assessment specialist to collect student work.
 - iii. Summer 2023 - Assessment committee will assess student work using campus-wide performance metrics, analyze and report summary of findings.
 - Deliverables fall 2023:
 - i. Report of findings from initial school assessment of the community engagement ULG, with an eye toward setting specific, measurable goals for improvement for the next assessment cycle.
3. **Inventory and Rubric Development on our next ULG 2023: ULG 1 – Knowledge of academic and professional theories, practices, and identities within disciplinary and interdisciplinary fields of study**
 - Timeline:
 - i. Fall 2022- Coordinate with Assessment Specialist to initiate the inventory, develop competencies and identify metrics to use across our campus.
 - ii. Winter 2023- Revise competencies for this ULG. Solicit feedback from faculty.
 - iii. Spring 2023- Propose final draft of rubric for next cycle of assessment.
 - Deliverables Fall 2023:

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- i. Summary of current performance metrics, assessment tools or methods, and data on ULG #1 across the campus.
- ii. Narrative of lessons learned and suggestions for future accreditation work and potential policy changes regarding assessment of ULGs.

	2020			2021			2022			2023			2024			2025			2026		
	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall		
	NWCCU Accreditation																				
Diversity ULG	CCAL Inventory and Rubric Development			Initial School Assessment			Identify Goals and Implement Revision of Rubric									Subsequent Assessment					
Next ULG				CCAL Inventory and Rubric Development			Initial School Assessment			Identify Goals and Implement Revision of Rubric											

Appendix A. from the Campus Assessment Plan

We would like quarterly updates regarding each of the focus areas in the form of a short memorandum and visit to EC. We look forward to continuing our collaborative work to strengthen our campus for our faculty, staff, and students.

Sincerely,



Shauna Carlisle
Associate Professor, Chair, General Faculty Organization



Nora Kenworthy
Associate Professor, Chair, Executive Council