

## What Faculty Should Know About Institution Learning Outcome (ILO) Assessment for Written Communication in the 2023-2024 Academic Year

### What are Institutional Learning Outcomes?

The Academic Senate unanimously approved the [Institutional Learning Outcomes](#) (ILOs) for California State University East Bay in 2012. They express a shared, campus-wide articulation of expectations for all degree recipients. Our ILOs define the broad areas of knowledge, skills, abilities, and values that graduates of CSUEB are expected to develop as a result of their experience at the University.

### What is the plan for ILO assessment?

ILOs are assessed in undergraduate upper division courses to ensure that we are meeting our shared goals for students following the [2022-2028 ILO Long-Term Assessment plan](#).

### How will I know if my course will be assessed?

You will be contacted by your department chair and/or associate dean regarding assessment.

### If I am instructing a course in which student work will be collected for assessment, what will happen?

In coordination with your Associate Dean, the collection of student work will be coordinated through your college and Academic Programs and Services. Towards the start of the term, a representative from Online Campus will initially verify that an assignment and instructions have been set-up in Canvas and at the end of the term download student work into a secure drive.

Trained faculty colleagues will complete assessments on randomly selected student work samples. The results will be summarized by Institutional Effectiveness & Research in a Dashboard (e.g. [2021-22 Social justice Assessment results](#)) without identifying information such as course section, or faculty or student names. Colleges will conduct discussions of the results

and identify and report any curricular program changes.

### What can I communicate to students?

You can use the following in the assignment instructions for the assignment that will be assessed, or write your own: *As part of the ongoing commitment to continually improve our instructional programs, CSUEB periodically conducts secondary reviews of randomly selected student work on key assignments. The results will be combined with other results to help faculty improve curriculum; they will not affect your grades or contain any identifying information about students, faculty, or a course section.*

### How will collecting and assessing student work impact me?

Grading of the assignment is the responsibility of the instructor. ILO assessment is completely separate from grading.

Assessment data is collected at the University level and continues to have no place in an instructor's evaluation.

### What resources are available?

The [Assessment Resources](#) page includes a brief ILO Written Communication Assignment Guide and Rubric developed by faculty, what faculty should know about ILO assessment for written communication for 2023-24, and how to create an assignment for ILO assessment in Canvas.

### What if I have more questions or would like one-on-one support?

While it is recommended you start with the Associate Dean in your college for any questions or requests for additional support, you are also welcome to contact Julie Stein, Director of Educational Effectiveness, in Academic Programs and Services at [Julie.stein@csueastbay.edu](mailto:Julie.stein@csueastbay.edu).