Essential Studies – University of North Dakota

Revalidation: Overview of the Process

Every four years, each department that offers approved Essential Studies courses undergoes a process to review those courses: revalidation. Revalidations are the responsibility of the Senate’s standing committee on Essential Studies (ESC), with help from the Office of Essential Studies (ESO).

Where to find RV details and forms

www.und.edu/dept/registrar/EssentialStudies/ESCourseRevalidation.html (Registrar’s website)

What to Do: Basic Procedure

1. Review “Breadth of Knowledge” category: does the course continue to fit the criteria for the BOK category that the department selected? (Brief explanation required).
2. Review the ES Goal: does the course help students intentionally study and learn the Goal selected? (Brief explanation required. Longer explanation if department intends to change the ES goal.)
3. Gather assessment evidence: both direct and indirect evidence of student learning that demonstrates how well students are achieving (or not) the ES goal selected. (Brief summary of the assessment results, along with a short overview of the assessment process/plan used in the course/dept.)
4. Analyze and interpret assessment results: describe what the assessment results mean to the department—how well do you think your students are learning the ES goal selected? (Brief summary of departmental analysis and interpretation of ES student learning in this course. Brief statement of departmental plans for improvement (and/or maintenance) of the teaching and learning in this course related to the ES goal selected).
5. If course has been validated to meet an ES “Special Emphasis” requirement, review the course for the SE selected: same procedure as in #2-4 above, but focused specifically on the kind of learning that is related to the selected SE. (Brief explanations as above).

What to Do: Logistics for 2011-12

1. ESC appoints a departmental liaison to work with you and your department
2. Revalidation Workshop: Aug. 26, Friday 1:00-2:30 in the Union (room TBA).
3. For additional help: Tom Steen (ES Office) and/or Joan Hawthorne (VPAA’s Office)
4. Submit your review materials to: Sharon Bruggeman (Registrar’s Office; ESC secretary)
5. Submissions for RV Due: end of January. For ES deletions: end of November
7. Notice of ESC’s action: within 2 weeks of the meeting in which your course(s) is reviewed.
How a Course Makes a Contribution to Essential Studies

3 ways

The Essential Studies Committee looks at these when they review a course for validation (initial approval) and revalidation (re-approval).

1. Statement of the ES Goal (and Special Emphasis requirement if applicable)
   - Course syllabus
   - Instructor’s reminders or explanation about the course and its ES contribution
   - Instructions explaining assignments or learning activities (see #2)

2. Learning Activities for ES – specifically and intentionally designed to help students study/learn the ES Goal designated (and Special Emphasis if applicable)
   - Specific assignments (e.g., short essay, research paper) and learning activities (e.g., presentation, field work task, analysis project) that are designed to help students learn X (X = the outcomes associated with the designated ES Goal) and Y (Y = outcomes associated with the designated Special Emphasis if applicable).
   - Practice and Repetition—more than one try for students to learn; at least 2-3 learning activities.
   - Opportunity for feedback—students receive advice and suggestions for improving their learning of X/Y.

3. Direct Assessment – how well did students learn the outcomes associated with the ES Goal selected (and also Special Emphasis if applicable)?
   - Assessment method: what tool or measurement was used to see if students learned X and Y?
   - Common examples: rubrics, separate scoring/grading, embedded questions on quiz/exam, analysis of student work “products” (paper, presentation)
   - Separation of ES-focused learning: how is ES learning differentiated or isolated from disciplinary-focused learning?
   - Department’s analysis process for doing the ES assessment: how was the analysis conducted?
   - Department’s report of the analysis and their future plans: what do the results suggest? What plans or revisions in the teaching or the course did the department make (“closing the loop”)?

Essential Studies Contacts: 2011-12

Stuart Schneider, ESC Chair 2011-12 (Dept. Info.Syst. & Bus.Educ.): 777-3510/2517; stuartschneider@business.und.edu.

Sherrie Fleshman, ESC PastChair (Languages Dept.): 777-3813/3278. Sherrie.fleshman@und.edu

Sharon Bruggeman, ESC Secretary (Registrar’s Office): 777-4852; Stop 8382. Sharonbruggeman@mail.und.edu

Tom Steen, ES Director: 777-4434; Stop 7310. thomassteen@mail.und.edu

Joan Hawthorne, Director of Assessment & Achievement (VPAA’s Office): 777-4684; stop 8176. Joan.hawthorne@und.edu