
Findings By Assessment Method
Oklahoma State University Technical Branch-Okmulgee
Arts & Science Division

Objective: **Core Objective #1 - Communication** - Effectively communicate electronically, verbally, and in writing. [\[Hide Objective Detail\]](#)

Programs: College Readiness Center
Pre Business
Pre Education
Precision Agricultural

Start Date: 09/06/2004
End Date: 08/24/2005
Status: Open

Assessment Evaluation: The Communications Faculty of the Arts and Sciences Division will meet prior to the conclusion of each academic year to review the results of the semester's assessment in each required communication course. The methods of delivering the applicable assessment material, the data, and the methods of interpreting the data will be evaluated for conciseness, cohesiveness, and usability to determine the benefits of the materials, as well as any changes that must be made for the enhancement of the assessment process.

Related Courses: **ENGL 1113** - Freshman Composition I
ENGL 1213 - Freshman Composition II
SPCH 1113 - Introduction to Speech Communication

Assessment Methods

| Method | Criterion | Schedule | Action Plan |
|---|--|--|---|
| SPCH 1113, Introduction of Speech Communications -- instructors will use a common grade sheet for the persuasive speech. Students must score at least 74% on that speech to be considered proficient. ENGL 1113, Freshman Composition I -- students will | 80% of the students who take composition writing courses or speech courses will satisfy this objective by getting a pass rating (equivalent to a 74% or higher) based on individual course documentation that will be provided by the instructors to each division at the end of semester. | Student Portfolio and speeches are completed each semester during the academic year, according to applicable student to be reviewed by appropriate Communications faculty. | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form. |

complete a Portfolio (includes a sample of essays and an in-class essay) and must score at least a 74% or higher on each to be considered proficient. The contents of the Portfolio are the same for all students, regardless of instructor.

| | | | |
|--|---|--|--|
| <p>ENGL 1213, Freshman Composition II - instructor will use a common grade sheet for the argumentative research paper. Students will score at least a 74% or higher on each to be considered proficient.</p> | <p>80% of students upon completion of ENGL 1213, Freshman Composition II, will score a 74% or higher on the argumentative research paper that will be graded with a pass/fail (with a 74% considered passing); same grading criteria for all faculty.</p> | <p>Argumentative research paper is completed each semester during the academic year, according to applicable student to be reviewed by appropriate Communications faculty.</p> | <p>Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.</p> |
|--|---|--|--|

Findings

| Finding | Action Taken | Follow-Up | Resolved |
|---|---|-----------|-----------|
| <p>02/23/2006 -- Core Objective #1 - Communication - Pre-Business - 2004 Cohort DESCRIPTION: Using the data collected from SCT, we have found that 100% of program majors completing this assessment in SPCH 1113, Introduction to Speech Communication, achieved the recommended level of</p> | <p>02/23/2006 -- As a result of the finding, the Communications faculty met and discussed the need for and established a standardized grading scale and process for evaluating the assessment tool. It was also reiterated that there is a need for correct reporting on a</p> | | <p>No</p> |

performance. In addition, 87% of program majors completing this assessment in ENGL 1113, Freshman Composition I, achieved the recommended level of performance.

TYPE: Distinction / Strength

NOTES: There is a concern among the Communications faculty that the data results may not display a true representation of the students ability to perform the assessment at the required level due to the inclusion of those students who fail to withdraw but no longer participate in the applicable course or assessment process.

given assessment at the conclusion of each semester. The issue will be addressed further at the completion of the next academic year.

01/06/2006 -- Core Objective #1 - Communication - Pre-Education - 2003 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 22% of program majors completing this assessment in ENGL 1213, Freshman Composition II, achieved the recommended level of performance.

TYPE: Problem / Limitation

NOTES: The data

02/23/2006 -- As a result of the finding, the Communications faculty met and discussed the need for and established a standardized grading scale and process for evaluating the assessment tool. It was also reiterated that there is a need for correct reporting on a given assessment at the conclusion of each semester. The issue will be addressed

No

indicates results for only those who reported during the given time period.

further at the completion of the next academic year.

There is concern among the Communications faculty that the data results may not display a true representation of the students ability to perform the assessment at the required level due to the inclusion of those students who fail to withdraw but no longer participate in the applicable course or assessment process.

01/06/2006 -- Core Objective #1 - Communication - Pre-Education - 2004 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 100% of program majors completing this assessment in SPCH 1113, Introduction to Speech Communications, achieved the recommended level of performance. In addition, 80% of program majors completing this assessment in ENGL 1113, Freshman Composition I, achieved the recommended level of performance.
TYPE: Distinction /

02/23/2006 -- As a result of the finding, the Communications faculty met and discussed the need for and established a standardized grading scale and process for evaluating the assessment tool. It was also reiterated that there is a need for correct reporting on a given assessment at the conclusion of each semester. The issue will be addressed further at the completion of the next academic year.

No

Strength

NOTES: The data indicates results for only those who reported during the given time period.

There is concern among the Communications faculty that the data results may not display a true representation of the students ability to perform the assessment at the required level due to the inclusion of those students who fail to withdraw but no longer participate in the applicable course or assessment process.

01/06/2006 -- Core Objective #1 - Communication - Pre-Business - 2003 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 100% of program majors completing this assessment in ENGL 1213, Freshman Composition II, achieved the recommended level of performance.
TYPE: Distinction / Strength
NOTES: There is a concern among the Communications faculty that the data results may not display a true representation of the

02/23/2006 -- As a result of the finding, the Communications faculty met and discussed the need for and established a standardized grading scale and process for evaluating the assessment tool. I was also reiterated that there is a need for correct reporting on a given assessment at the conclusion of each semester. The issue will be addressed further at the completion of the next academic year.

No

students ability to perform the assessment at the required level due to the inclusion of those students fail to withdraw but no longer participate in the applicable course or assessment process.

- Objective: **Core Objective #2 - Problem Solving** - Demonstrate logical, systematic problem-solving techniques. [\[Hide Objective Detail\]](#)
- Programs: College Readiness Center
Pre Business
Pre Education
Precision Agricultural
- Start Date: 09/06/2004
- End Date: 08/24/2005
- Status: Open
- Assessment Evaluation: The Mathematics and Science Faculty of the Arts and Sciences Division will meet prior to the conclusion of each academic year to review the results of the semester's assessment in each math and science course. The methods of delivering the applicable assessment material, the data, and the methods of interpreting the data will be evaluated for conciseness, cohesiveness, and usability to determine the benefits of the materials, as well as any changes that must be made for the enhancement of the assessment process.
- Related Courses: **BIOL 1014** - General Biology (Non-Majors)
BIOL 1114 - General Biology
BIOL 1404 - General Botany
BIOL 1604 - Zoology
BIOL 2104 - Human Anatomy
BIOL 2114 - Human Physiology
BIOL 2124 - General Microbiology
CHEM 1314 - General Chemistry I
CHEM 1515 - General Chemistry II
MATH 0143 - Math Fundamentals
MATH 0163 - Intermediate Algebra
MATH 1473 - Mathematical Structures I
MATH 1513 - College Algebra
MATH 1613 - Trigonometry

MATH 2003 - Business Mathematics
MATH 2113 - Plane Analytic Geometry
MATH 2123 - Technical Calculus I
MATH 2133 - Technical Calculus II
MATH 2423 - Math Concepts for Educators
MATH 2713 - Elementary Calculus
MATH 3103 - Discrete Mathematics

Assessment Methods

| Method | Criterion | Schedule | Action Plan |
|---|---|--|---|
| MATH 1513, College Algebra; MATH 1473, Math Structures I; MATH 1613, Trigonometry; MATH 2713, Introductory Calculus; MATH 2013, Statistics; MATH 2423, Math Concepts for Educators -- students will complete the applicable math course with a proficiency level of 74% or higher, on required materials, to be proficient. | 100 % of students will complete , as their first math requirement, MATH 1513, College Algebra; MATH 1473, Math Structures I; MATH 1613, Trigonometry; MATH 2713, Introductory Calculus; MATH 2013, Statistics; or MATH 2423, Math Concepts for Educators with a proficiency level of 74% or higher on composite final course exams and assignments, based on individual course documentation that will be provided by the instructors to each division at the end of each semester. | Mathematics porficiency is completed each semester during the academic year, according to applicable student to be reviewed by appropriate Mathematics and Sciences faculty. | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form. |
| BIOL 1304, General Biology -- students will complete an in-class laboratory utilizing the scientific method and must at least a 74% or higher on each to | 80% of students who take BIOL 1304, General Biology or CHEM 1215, Chemistry, will score a pass rating (74% or higher) based on individual course | Science porficiency is completed each semester during the academic year, according to applicable student to be reviewed by appropriate | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up |

be considered proficient. The requirements of the laboratory are the same for all students, regardless of instructor.

CHEM 1215, Chemistry -- students will complete an in-class laboratory utilizing the scientific method and must score at least a 74% or higher to be considered proficient. The requirements are the same for all students, regardless of instructor.

documentation that will be provided by the instructors to each division at the end of each semester.

Mathematics and Sciences faculty.

findings will be documented on TracDat's Findings form.

Findings

| Finding | Action Taken | Follow-Up | Resolved |
|---|---|-----------|----------|
| <p>03/08/2006 -- Core Objective #2 - Problem Solving - Pre-Education - 2004 Cohort DESCRIPTION: Using the data collected from SCT, we have found that 100% of program majors completing this assessment in applicable mathematics course(s) achieved the recommended level of performance. TYPE: Distinction / Strength NOTES: There is a concern that data collected in incorrect, incomplete, and incorrectly entered.</p> | <p>03/08/2006 -- As a result of the finding, the Mathematics and Sciences faculty decided upon new assessment tools. The issue will be addressed further at the completion of the academic year.</p> | | No |

03/08/2006 -- Core Objective #2 - Problem Solving - Pre-Business - 2003 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 0% of program majors completing this assessment in applicable science course(s) achieved the recommended level of performance.
TYPE: Problem / Limitation
NOTES: There is a concern that data collected in incorrect, incomplete, and incorrectly entered.

03/08/2006 -- As a result of the finding, the Mathematics and Sciences faculty decided upon new assessment tools. The issue will be addressed further at the completion of the academic year.

No

03/08/2006 -- Core Objective #2 - Problem Solving - Pre-Business - 2004 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 71% of program majors completing this assessment in applicable mathematics course(s) achieved the recommended level of performance.
TYPE: Problem / Limitation
NOTES: There is a concern that data collected in incorrect, incomplete, and incorrectly entered.

03/08/2006 -- As a result of the finding, the Mathematics and Sciences faculty decided upon new assessment tools. The issue will be addressed further at the completion of the academic year.

No

Objective: **Core Objective #3 - Ethics** - Develop and display a sense of personal, social, and professional work ethics. [\[Hide Objective Detail\]](#)

Programs: College Readiness Center
Pre Business
Pre Education
Precision Agricultural

Start Date: 09/06/2004

End Date: 08/27/2005

Status: Open

Assessment Evaluation: The Social Sciences Faculty of the Arts and Sciences Division will meet prior to the conclusion of each academic year to review the results of the semester's assessment in each ethics course. The methods of delivering the applicable assessment material, the data, and the methods of interpreting the data will be evaluated for conciseness, cohesiveness, and usability to determine the benefits of the materials, as well as any changes that must be made for the enhancement of the assessment process.

Related Courses: **PHIL 1013** - Ethics of Leadership
PHIL 1213 - Ethics

Assessment Methods

| Method | Criterion | Schedule | Action Plan |
|---|---|--|---|
| Advisement -- Degree plan review. Students will be advised to complete PHIL 1213, Ethics, at forty-five credit hours. | 100% of students' degree plans will, upon completion of forty-five credit hours, be reviewed by an advisor and the student advised to complete PHIL 1213, Ethics. | Advisement is completed each semester during the academic year, according to applicable student to be reviewed by appropriate Social Sciences faculty. | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form. |
| PHIL 1213, Ethics -- Students will research strategies that promote ethical | 80% of the students must receive a 74% or higher for this objective to be | The Professional Interview/Code of Ethics Analysis is completed each | Data gathered will be used to make inferences about program |

behavior in the workplace and submit in writing a Professional Interview/Code of Ethics Analysis in the Ethics course.

achieved.

semester during the academic year, according to applicable student to be reviewed by appropriate Social Sciences faculty.

effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form.

Findings

| Finding | Action Taken | Follow-Up | Resolved |
|--|--|-----------|----------|
| <p>03/08/2006 -- Core Objective #3 - Ethics - Pre-Education - 2004 Cohort DESCRIPTION: Using the data collected from SCT, we have found that 100% of program majors completing this assessment in PHIL 1214, Ethics, achieved the recommended level of performance. TYPE: Distinction / Strength NOTES: There is a concern that data collected in incorrect, incomplete, and incorrectly entered.</p> | <p>03/08/2006 -- As a result of the finding, the issue will be addressed further at the completion of the next academic year.</p> | | No |
| <p>03/08/2006 -- Core Objective #3 - Ethics - Pre-Business - 2003 Cohort DESCRIPTION: Using the data collected from SCT, we have found that 0% of program majors completing this assessment in PHIL 1213, Ethics, achieved the recommended level</p> | <p>03/08/2006 -- As a result of the finding, the issue will be addressed further at the completion of the next academic year.</p> | | No |

of performance.

TYPE: Problem /
Limitation

NOTES: There is a concern that data collected in incorrect, incomplete, and incorrectly entered.

03/08/2006 -- Core Objective #3 - Ethics - Pre-Business - 2004 Cohort

DESCRIPTION: Using the data collected from SCT, we have found that 67% of program majors completing this assessment in PHIL 1213, Ethics, achieved the recommended level of performance.

TYPE: Problem /
Limitation

NOTES: There is a concern that data collected in incorrect, incomplete, and incorrectly entered.

03/08/2006 -- As a result of the finding, the issue will be addressed further at the completion of the next academic year.

No

Objective: **Core Objective #4 - History and Government** - Explain the cultural heritage and primary elements of the history and government of the U.S. and its people, especially as it impacts one's industry or field of study. [\[Hide Objective Detail\]](#)

Programs: College Readiness Center
Pre Business
Pre Education
Precision Agricultural

Start Date: 09/06/2004

End Date: 08/24/2005

Status: Open

Assessment Evaluation: The Social Sciences Faculty of the Arts and Sciences Division will meet prior to the conclusion of each academic year to review the results of the semester's assessment in each required communication course. The methods of delivering the applicable assessment material, the data, and the methods of interpreting the data will be evaluated for conciseness, cohesiveness, and usability to determine the benefits of the materials, as well as any changes that must be made for the enhancement of the assessment process.

Related Courses: **HIST 1483** - US History to 1865
HIST 1493 - US History Since 1865
POLS 1113 - US Government

Assessment Methods

| Method | Criterion | Schedule | Action Plan |
|---|---|---|---|
| Advisement -- Degree plan review. Students will be advised to complete POLS 1113, U.S. Government and either HIST 1483, US History to 1865, or HIST 1493, US History from 1865, at forty-five credit hours. | 100% of students' degree plans will, upon completion of forty-five credit hours, be reviewed by an advisor and the student will be advised to complete POLS 1113, U.S. Government and either HIST 1483, US History to 1865, or HIST 1493, US History from 1865. | Courses are completed each semester during the academic year, according to applicable student to be reviewed by appropriate Social Science faculty. | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form. |
| HIST 1483, US History to 1865, or HIST 1493, US History from 1865 -- students must score 74% or higher in each required course to be considered proficient. | 80% of students will have completed each required course with a 74% or higher to be considered proficient. | Courses are completed each semester during the academic year, according to applicable student to be reviewed by appropriate Social Science faculty. | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form. |

Findings

| Finding | Action Taken | Follow-Up | Resolved |
|---|--|-----------|----------|
| <p>03/08/2006 -- Core Objective #4 - History and Government - Pre-Education - 2004 Cohort DESCRIPTION: Using the data collected from SCT, we have found that 100% of program majors completing this assessment in HIST 1483, US History to 1865, or POLS 1113, US Government, achieved the recommended level of performance. TYPE: Distinction / Strength NOTES: There is a concern that data collected in incorrect, incomplete, and incorrectly entered.</p> | <p>03/08/2006 -- As a result of the finding, the issue will be addressed further at the completion of the next academic year.</p> | | No |
| <p>03/08/2006 -- Core Objective #4 - History and Government - Pre-Business - 2003 Cohort DESCRIPTION: Using the data collected from SCT, we have found that 0% of program majors completing this assessment in HIST 1493, History from 1865, achieved the recommended level of performance. TYPE: Problem / Limitation NOTES: here is a concern that data collected in incorrect,</p> | <p>03/08/2006 -- As a result of the finding, the issue will be addressed fruther at the completion of the next academic year.</p> | | No |

incomplete, and
incorrectly entered.

03/08/2006 -- Core Objective #4 - History and Government - Pre-Business - 2004 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 83% of program majors completing this assessment in HIST 1483, US History to 1865, or POLS 1113, US Government, achieved the recommended level of performance.
TYPE: Distinction / Strength
NOTES: here is a concern that data collected in incorrect, incomplete, and incorrectly entered.

03/08/2006 -- As a result of the finding, the issue will be addressed further at the completion of the next academic year.

No

Objective: **Core Objective #5 - Technology** - Access and use technology appropriate to one's industry or field of study. [\[Hide Objective Detail\]](#)

Programs: College Readiness Center
Pre Business
Pre Education
Precision Agricultural

Start Date: 09/06/2004

End Date: 08/24/2005

Status: Open

Assessment Evaluation: The Faculty of the Arts and Sciences Division, with the Information Technologies Division, will meet prior to the conclusion of each academic year to review the results of the semester's assessment in

each required communication course. The methods of delivering the applicable assessment material, the data, and the methods of interpreting the data will be evaluated for conciseness, cohesiveness, and usability to determine the benefits of the materials, as well as any changes that must be made for the enhancement of the assessment process.

Related Courses: **ENGL 1213** - Freshman Composition II
GTIT 1133 - Computer Literacy and Applications

Assessment Methods

| Method | Criterion | Schedule | Action Plan |
|--|---|--|---|
| GTIT 1133, InfoTech and Applications - instructor's will use a like examination for the comprehensive exam. Students must score a 74% or higher to be considered proficient. | 80% of Pre-Business students will access and use technology appropriate to one's industry or field of study with accuracy of 74% or above) on GTIT 1133, InfoTech and Applications, comprehensive exam. | GTIT 1133, InfoTech and Application, courses are completed each semester during the academic year, according to applicable student to be reviewed by appropriate Information Technology and Arts and Sciences faculty. | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form. |
| ENGL 1213, Freshman Composition II -- Upon completion of said course, students will score 74% or higher on the research paper, where a proficiency in computer usage regarding application of word processing software must be proven. | 80% of students will score an average of at least a 74% or higher on the research paper, where a proficiency in computer usage regarding application of word processing software must be proven. | ENGL 1213, Freshman Composition II, courses are completed each semester during the academic year, according to applicable student to be reviewed by appropriate Information Technology and Arts and Sciences faculty. | Data gathered will be used to make inferences about program effectiveness by content area. Observations, actions taken, and follow-up findings will be documented on TracDat's Findings form. |

Findings

| Finding | Action Taken | Follow-Up | Resolved |
|--|--|-----------|----------|
| 03/08/2006 -- Core Objective #5 - Technology - Pre- | 03/08/2006 -- As a result of the finding, | | No |

Education - 2003 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 40% of program majors completing this assessment in ENGL 1213, Freshman Composition II, achieved the recommended level of performance.
TYPE: Problem / Limitation

the Communications faculty met and discussed the need for and established a standardized requirement for word processing software as applied to the assessment tool.

03/08/2006 -- Core Objective #5 - Technology - Pre-Education - 2004 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 100% of program majors completing this assessment in GTIT 1133, InfoTech and Applications, achieved the recommended level of performance.
TYPE: Distinction / Strength

03/08/2006 -- Information Technology and Arts and Sciences faculty are in agreement concerning the assessment tool.

No

03/08/2006 -- Core Objective #5 - Technology - Pre-Business - 2003 Cohort
DESCRIPTION: Using the data collected from SCT, we have found that 33% of program majors completing this assessment in ENGL

03/08/2006 -- As a result of the finding, the Communications faculty met and discussed the need for and established a standardized requirement for word processing software as

No

1213, Freshman
Composition II,
achieved the
recommended level of
performance.

TYPE: Problem /
Limitation

applied to the
assessment tool.

03/08/2006 -- Core
Objective #5 -
Technology - Pre-
Business - 2004 Cohort
DESCRIPTION: Using
the data collected from
SCT, we have found
that 86% of program
majors completing this
assessment in GTIT
1133, InfoTech and
Applications, achieved
the recommended level
of performance.
TYPE: Distinction /
Strength

03/08/2006 --
Information
Technology and Arts
and Sciences faculty
are in agreement
concerning the
assessment tool.

No