



# Missouri State™

U N I V E R S I T Y

Dear <Name>,

Last spring, I wrote to tell you that SGA members identified your course or program as impactful on students' thinking and interaction with the public affairs mission. We are currently collecting student work related to public affairs for the university Quality Initiative Project, and I would appreciate your participation. The quality initiative is a component of our accreditation reaffirmation through the Higher Learning Commission (HLC) Open Pathway. In summer 2012, faculty and staff on the HLC workgroup outlined a process for our quality initiative. They created a scoring guide focused on the three themes of our public affairs mission to assess our students' understanding. The Office of Assessment website includes the project proposal, feedback from the HLC, the scoring guide, and participation links.

Please consider sharing one assignment from any of your courses (undergraduate or graduate) as a part of this quality initiative. The student work you submit will be cleared of identifying information making it anonymous. Periodically, faculty and staff volunteers will apply the scoring guide to assess the student work and gauge students' interpretation and understanding of the public affairs mission. You are invited to participate as a reviewer as well.

The goal of the HLC's Quality Initiative Project is *not* to report on individual courses or faculty. I am dedicated to maintaining confidentiality and reporting results only in aggregate to the university and any external audiences. Results from 2012-2013 will be shared in fall 2013 through the Office of Assessment newsletter, Faculty Senate, and the Assessment Council.

**Here's how you can participate.** I wanted to make this process as easy as possible for you. Simply fill out the *Intent to Participate* form found on our website, and collect your students' work as usual. Then you can either submit it electronically to [assessment@missouristate.edu](mailto:assessment@missouristate.edu), or our office can pick up the packet of student work from you, make copies, and return your originals within a couple of days. After your submissions have been scored, we will provide you with a confidential, individualized report of your students' results. In addition, we would like to express our appreciation for your time and cooperation by giving you a Starbucks gift card and a certificate of participation to include in your promotion and tenure dossier or ADP.



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Occasionally, people refer to this project using the word *evaluate*; but, our scoring guide and process is designed to view student work on a continuum of a few points identifying and gauging what students know and understand regarding cultural competence, ethical leadership, and community engagement.

As we continue this project over the next three or more years, we will make adjustments to the process to hopefully make it easier for faculty and staff to participate and to give our campus constituents even more detailed information about the kind of excellent work that our students are doing.

Please contact our office at 836-6300 or [assessment@missouristate.edu](mailto:assessment@missouristate.edu) if you have questions. We want to discuss any questions or reservations you may have, so please do not hesitate to contact us. This is still a new process, and any feedback you provide will be very helpful. Also, if you know any colleagues who would be interested in participating, please share this information.

Go to [www.missouristate.edu/assessment/QIP.htm](http://www.missouristate.edu/assessment/QIP.htm) for participation forms and more information.

Sincerely,

Keri Franklin, Ph.D.  
Associate Professor, English  
Director, Office of Assessment