

**PROGRAM ASSESSMENT REPORT
AY 2009-20010**

Report Date: 16 Aug 2010

School/College: Arts and Sciences

Department/Program: Biology/Graduate Program

Person completing the Report: Jennifer Dever

1. **Overview Statement:** Briefly summarize the assessment activities that were undertaken this academic year, indicating:

a. Which program learning outcomes were assessed this year.

1A) Describe, synthesize and apply concepts & techniques in the current literature within a specific research area.

1B) Ask scientific questions based upon the literature and construct research hypotheses and design experiments to test hypotheses.

2A) Select and meet with graduate committee members. 2B) Conduct original research, demonstrating research skills within the specified research area and evaluate collected data.

3) Prepare a written thesis to be reviewed and accepted by the graduate committee. The thesis will consist of the following sections: Introduction, Materials and Methods, Results, Discussion and References.

4) Present findings in a public format accepted by the graduate committee members.

b. Who in your department/program was involved in the assessment of the above learning outcomes.

Jennifer Dever, Chair of graduate program and Thesis Advisor for graduate student [REDACTED]

Christina Tzagarakis-Foster, Thesis Advisor for graduate students [REDACTED]

Juliet Spencer, Thesis Advisor for graduate student [REDACTED]

2. Please Answers the Following Questions for Each of the Student Outcomes Assessed:

a. What did you do?

Describe clearly and concisely how you assessed the learning outcomes that were evaluated this year (e.g., measures, research methods, etc.). [please use bullet points to answer this question]

There were six students enrolled in our program this year: four first year students ([REDACTED]) and two second year students ([REDACTED]). To assess learning outcomes for these students the following assessment tools for each outcome were employed:

Outcome #1 [1A) Describe, synthesize and apply concepts & techniques in the current literature within a specific research area. 1B) Ask scientific questions based upon the literature and construct research hypotheses and design experiments to test hypotheses.]

Assessment tools for this outcome

- Directed Reading (BIOL 695)
- Seminar (BIOL 600)

- Thesis proposal
 - Poster presentation/conference abstract
- The first-year students enrolled in BIOL 600 and 695.
 - A thesis proposal was written by graduate student [REDACTED] and submitted to the following committee members for review: Jennifer Dever, Christina Tzagarakis-Foster and Scott Nunes. The student was advised by the committee members and upon revision the proposal was accepted by each member.
 - A thesis proposal was written by graduate student [REDACTED] and submitted to the following committee members for review: Christina Tzagarakis-Foster, Mary Jane Niles and Juliet Spencer. The student was advised by the committee members and upon revision the proposal was accepted by each member.
 - A thesis proposal was written by graduate student [REDACTED] and submitted to the following committee members for review: Juliet Spencer, Christina Tzagarakis-Foster and Pat Schultz. The student was advised by the committee members and upon revision the proposal was accepted by each member.
 - [REDACTED] presented a research poster at the Keystone Meeting in Colorado this Spring. Sean Judge presented a research poster at the Keystone Meeting in Colorado this Spring. [REDACTED] submitted an abstract for Virology meeting in July. [REDACTED] gave a talk at the ASIH conference in June.

Outcome #2 [2A) Select and meet with graduate committee members. 2B) Conduct original research, demonstrating research skills within the specified research area and evaluate collected data.]

Assessment tools for this outcome

- Research performance – progress report, student evaluation form
 - Directed Research (BIOL 698)
 - Committee members assessment interview
- Progress reports & student evaluation forms were submitted by each student and their major professor.
 - Second & third semester students were enrolled in BIOL 698.
 - Committee members met with students to assess their progress on their respective research project.

Outcome #3 [Prepare a written thesis to be reviewed and accepted by the graduate committee. The thesis will consist of the following sections: Introduction, Materials and Methods, Results, Discussion and References]

Assessment tools for this outcome

- Thesis Writing (BIOL 699)
 - Thesis Outline
 - Thesis
 - Committee members assessment interview
- Students in their final semester were enrolled in BIOL 699. Outlines and completed theses were submitted to committee members by these students.
 - Committee members Jennifer Dever, Christina Tzagarakis-Foster and David Saah met with [REDACTED] to discuss the thesis progress and provide feedback for revisions. They have accepted his thesis and rated it as “good”.

Outcome #4 [Present findings in a public format accepted by the graduate committee members.]

Assessment tools for this outcome

- Oral Presentation
- Exit Interview

- ☑ [REDACTED] presented his research findings to the department on May 13 as well as at a national conference in June.
- ☑ An exit interview was conducted by the graduate chair for both [REDACTED] (see attached documents).

b. What did the faculty in the department or program learn?

Summarize your findings and conclusions as a result of the assessment indicating strengths and weaknesses in student learning demonstrated by this assessment.

The department did not have sufficient time to discuss these findings; however the graduate committee was able to do so as well as each faculty member advising students (Jennifer Dever, Scott Nunes, John Sullivan, Christina Tzagarakis-Foster and Juliet Spencer). Students enrolled in the courses BIOL 600 (Seminar), 695 (Directed Readings), 698 (Directed Research) & 699 (Thesis Writing) each earned A's for these courses exhibiting their strengths in learning in each area.

The student who has completed two semesters of the program has submitted her proposal to committee members who concluded that she had met outcome #1.

- ♦ [REDACTED] earned an "Excellent" rating, his Research proposal submitted within the first year with clearly stated objectives; hypothesis highly supported by current literature. Research design is well defined and provides novel tests of problems. Proposal put forth relevant scientific questions that are highly significant to the field. Her strengths in completing tasks in a timely fashion and demonstrating a thorough understanding of her research project were exhibited.

Students conducting research also met outcome #2.

- ♦ [REDACTED] demonstrated "Excellent Achievement", having completed the following: Regular meetings held to discuss research design. Research conducted independently, standard methods mastered and student receives good progress reports regarding lab/research performance. Data generated and analyzed.
- ♦ [REDACTED] each demonstrated "Good Achievement", having completed the following: thesis committee formed, proposal submitted and accepted, standard methods mastered and student receives good progress reports regarding lab/research performance. Data generated and analyzed.
- ♦ [REDACTED] demonstrated "Satisfactory Achievement", he has not yet formed a thesis committee but his Research conducted independently, standard methods mastered and student receives good progress reports regarding lab/research performance. Data generated and analyzed.

Second year students met outcomes #3 & #4.

- ♦ [REDACTED] met outcome #3 with a "Good" rating. Thesis outline submitted to graduate committee. Preliminary draft and final draft submitted to graduate committee submitted in a timely fashion. Regular meetings to discuss thesis progress with graduate committee held. Thesis complete including a comprehensive review of prior research; describes the research design; materials and methods used in the research; the findings in the described research; a summary of the findings with conclusions, implications for further research and significance of research. Thesis well written, error free and minimal revisions needed. All committee members highly satisfied. Portion of thesis submitted for publication. Final thesis approved by Graduate Chair.
- ♦ [REDACTED] met outcome #4 with a "Excellent" rating - Thesis presentation is outstanding, student demonstrates an excellent ability to convey the research at both the scientific and general public level.

Audience able to grasp the significance of the research and how it adds to the current body of science in the particular field. Data presented at a scientific meeting ASIH, (presentation) generating inquiry from peers.

The graduate committee found that these assessment tools were adequate methods to measure the learning outcomes for the students enrolled in our research-based graduate program. Each students' thesis committee members are able to advise students directly and assess their progress through each step: thesis proposal, research, oral presentation and completed written thesis.

An exit interview was given to graduating student [REDACTED] [REDACTED] the results of this interview it is clear that we are meeting our program goals.

c. What will be done differently as a result of what was learned?

Discuss how courses and/or curricula will be changed to improve student learning as a result of the assessment. Include a discussion of how the faculty will help students overcome their weaknesses and improve their strengths.

No curricula changes will be adopted next year.

3. Attach a copy of the components of the department/program assessment plan that have been modified since its initial submission:

No documents have been modified since last year.

a. Program Mission

The Biology Master's degree program at the University of San Francisco is a research based program in which the student undertakes an active research project that culminates in a formal written thesis. A student who successfully completes the program will be well prepared to enter into a technical position in a related research or industrial laboratory or to continue further postgraduate work (e.g., Ph.D. or M.D.).

b & c. Program Learning Goals / Program Learning Outcomes

BIOLOGY GRADUATE PROGRAM GOALS, OUTCOMES & ASSESSMENT

PROGRAM GOAL	OUTCOME
Demonstrate an advanced knowledge in the areas of biology relevant to selected research interests and be able to identify research questions on a contemporary issue within the area, (as well as) critically analyze the relevant literature.	A) Describe, synthesize and apply concepts & techniques in the current literature within a specific research area. B) Ask scientific questions based upon the literature and construct research hypotheses and design experiments to test hypotheses.
Demonstrate an ability to apply knowledge through critical thinking, inquiry, analysis, and communication in the form of a Master's thesis which includes a rationale for the research project, a comprehensive review of prior research; describes the research design; materials and methods used in the research; the findings in the described research; a summary of the findings with conclusions, implications for further research and the impact and significance of the research completed.	Prepare a written thesis to be reviewed and accepted by the graduate committee. The thesis will consist of the following sections: Introduction, Materials and Methods, Results, Discussion and References.
Present and discuss orally the justification for the research, hypothesis tested, materials and methods used, findings with conclusions and implications for further research; as well as the relevance of the research to the general field of interest in a public format in front of peers.	Present findings in a public format accepted by the graduate committee members.

d. Program Learning Rubrics aligned with outcomes

BIOLOGY GRADUATE PROGRAM PERFORMANCE RUBRIC

OUTCOME	Unacceptable	Needs Improvement	Satisfactory	Good Achievement	Excellent Achievement
A) Describe, synthesize and apply concepts & techniques in the current literature within a specific research area. B) Ask scientific questions based upon the literature and construct research hypotheses and design experiments to test	Research proposal incomplete; objectives not stated; research design not discernible from text or not scientifically testable.	Research proposal submitted with substantial revisions needed. Limited level of background information provided, objectives unclear.	Research proposal submitted, objectives stated and supported by current literature, research project is justifiable with a testable hypothesis and	Research proposal submitted within the first year with clearly stated objectives that are highly supported by current literature. Hypothesis is	Research proposal submitted within the first year with clearly stated objectives; hypothesis highly supported by current literature. Research design is well defined and provides novel test(s) of problem(s). Proposal puts forth relevant scientific

hypotheses.			a proper research design.	relevant and a well developed research design is discussed.	questions that are highly significant to the field.
A) Select and meet with graduate committee members. B) Conduct original research, demonstrating research skills within a specific research area and evaluate collected data.	Graduate committee not formed. Unsatisfactory progress reports regarding lab/research performance.	Graduate committee formed, but not met with regularly. Attempts at research made, but unable to successfully utilize standard methods. Poor progress reports regarding lab/research performance received. No data generated.	Graduate committee formed, meeting held to discuss research design. Research conducted with moderate supervision, student receives satisfactory progress reports regarding lab/research performance. Minimal data generated and analyzed.	Graduate committee formed, regular meetings held to discuss research design. Research conducted independently, standard methods mastered and student receives good progress reports regarding lab/research performance. Data generated and analyzed.	Graduate committee formed, regular meetings held to discuss research design. Research conducted independently, methods mastered and novel approaches utilized. Student receives excellent progress reports regarding lab/research performance. High degree of data generated and quantitative methods are elegantly used to clearly describe results and analyzed, supporting the research hypotheses.
Prepare a thesis outline and a written thesis to be reviewed and accepted by graduate committee members. The thesis will consist of the following sections: Introduction, Materials and Methods, Results, Discussion and References.	Thesis outline not submitted to graduate committee, no meeting with committee members to discuss progress. Thesis incomplete with one or more sections not complete; does not follow standard formatting.	Thesis outline submitted to graduate committee. Preliminary draft and final draft submitted to graduate committee not submitted in a timely fashion. Minimal meetings to discuss thesis progress with graduate committee not held. Thesis complete including a review of prior research; describes the research design; materials and methods used in the research; the findings in the described research; a summary of the findings with conclusions; however part or all is found to be unacceptable by one or more committee members. Major revisions needed.	Thesis outline submitted to graduate committee. Preliminary draft and final draft submitted to graduate committee submitted in a timely fashion. Regular meetings to discuss thesis progress with graduate committee held. Thesis complete, including a comprehensive review of prior research; describes the research design; materials and methods used in the research; the findings in the described research; a summary of the findings with conclusions, implications for further research and significance of research. Moderate revisions needed as recommended by committee members. Final thesis approved by Graduate Chair.	Thesis outline submitted to graduate committee. Preliminary draft and final draft submitted to graduate committee submitted in a timely fashion. Regular meetings to discuss thesis progress with graduate committee held. Thesis complete including a comprehensive review of prior research; describes the research design; materials and methods used in the research; the findings in the described research; a summary of the findings with conclusions, implications for further research and significance of research. Thesis well written, error free and minimal revisions needed. All committee members highly satisfied. Portion of thesis	Thesis outline submitted to graduate committee. Preliminary draft and final draft submitted to graduate committee submitted in a timely fashion. Regular meetings to discuss thesis progress with graduate committee held. Thesis complete including a highly comprehensive review of prior research; describes the research design; materials and methods used in the research; the findings in the described research; a summary of the findings with conclusions and implications for further research. Significance of findings clearly stated and highly relevant. Thesis well written, error free with no revisions needed. Portion of thesis accepted for publication in a peer-reviewed journal. Final thesis approved by Graduate Chair.

				submitted for publication. Final thesis approved by Graduate Chair.	
OUTCOME	Unacceptable	Needs Improvement	Satisfactory	Good Achievement	Excellent Achievement
Present findings orally in a public format accepted by research committee members.	No practice session held with committee members. No presentation performed, data not presented.	Committee members recommend major changes at practice session prior to final presentation. Presentation performed at unsatisfactory level, lasting too long or not long enough. Unsatisfactory amount of background information, materials and methods and/or conclusions provided. Speech and/or slides difficult for the audience to understand.	Prior practice session for committee members acceptable. Presentation performed to the department, with enough time given to adequately present the information in a basic scientific format. Background information, objectives, materials and methods, findings and conclusions clearly described. Presentation is clear and concise and understood by the audience.	Presentation performed in front of the department. Presentation is captivating and easily understood, while maintaining a scientific format. Background information, objectives, materials and methods, findings, conclusions and relevance described in a highly informative and engaging manner. Material presented is shown to be relevant to the current field of research. Data presented at a scientific meeting (poster or presentation).	This presentation is outstanding, student demonstrates an excellent ability to convey the research at both the scientific and general public level. Audience able to grasp the significance of the research and how it adds to the current body of science in the particular field. Data presented at a scientific meeting, (poster/presentation) generating inquiry from peers.

e. Curriculum map that shows the courses that pertain to the outcome.

BIOLOGY GRADUATE PROGRAM CURRICULUM MAP

LEARNING OUTCOMES	COURSES*	GRADUATE SEMINAR (BIOL 600)	RESEARCH (BIOL 698)	THESIS WRITING (BIOL 699)	ORAL PRESENTATION
A) Describe, synthesize and apply concepts & techniques identified in the current literature within a specific research area. B) Ask scientific questions based upon the literature and construct research hypotheses and design experiments to test hypotheses.	X	X	X	X	
A) Select and meet with graduate committee members. B) Conduct original research, demonstrating research skills within a specific research area and evaluate			X		

collected data.					
Prepare a thesis outline and a written thesis to be reviewed and accepted by graduate committee members. The thesis will consist of the following sections: Introduction, Materials and Methods, Results, Discussion and References.				X	
Present findings in a public format accepted by research committee members.		X			X

*Students can choose from any of the upper division biology courses offered (or courses from other departments provided they directly relate to the thesis research). As these are primarily undergraduate courses, the graduate students will be required to complete extra work and in cases where exams are given, they will be expected to answer different questions in a more in-depth fashion.