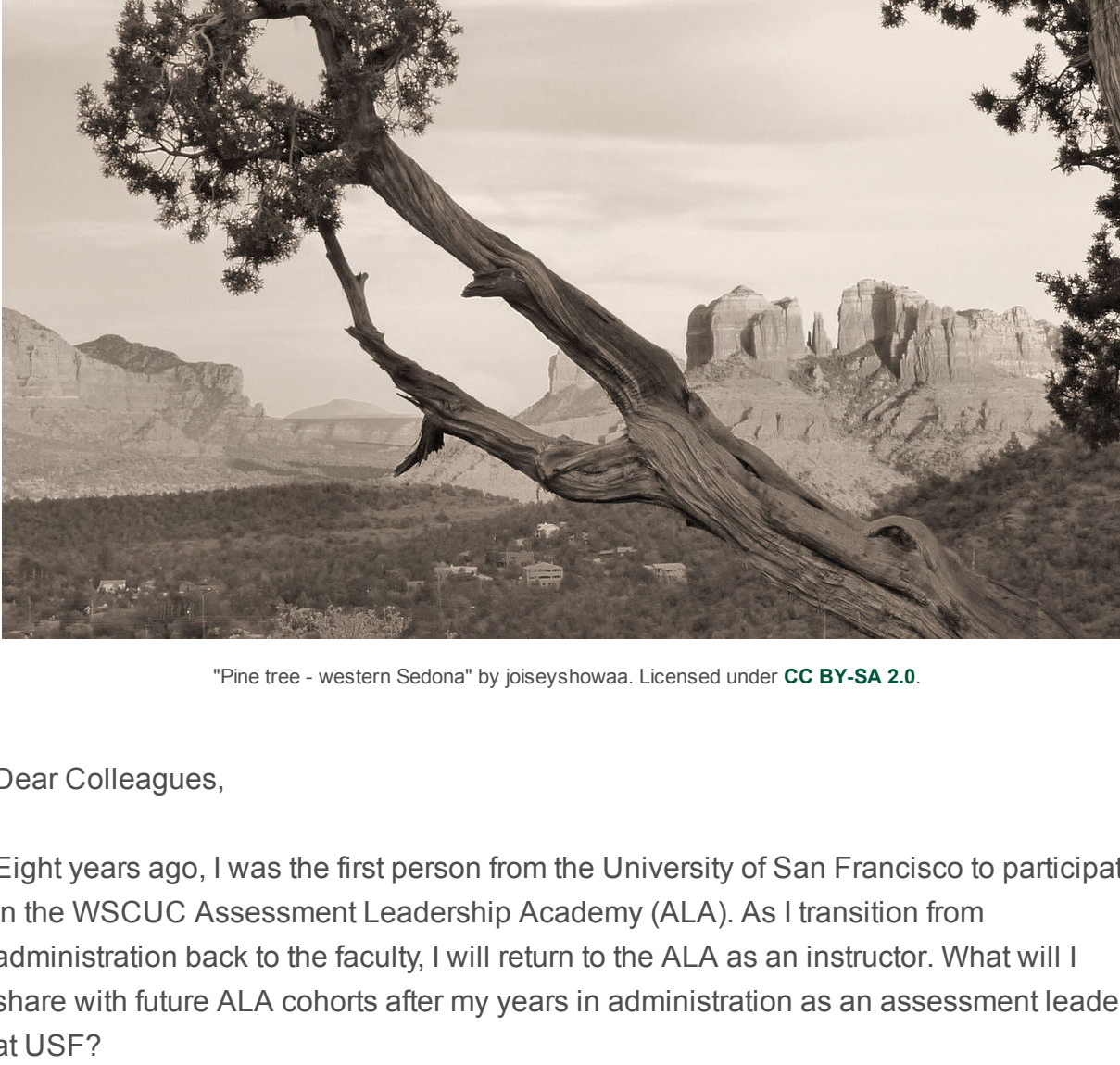


## In the Loop

Biannual Newsletter from the University Assessment Committee


 "Pine tree - western Sedona" by joiseyshawaa. Licensed under [CC BY-SA 2.0](#).

Dear Colleagues,

Eight years ago, I was the first person from the University of San Francisco to participate in the WSCUC Assessment Leadership Academy (ALA). As I transition from administration back to the faculty, I will return to the ALA as an instructor. What will I share with future ALA cohorts after my years in administration as an assessment leader at USF?

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*People are the key to success.*

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My leadership style has been greatly influenced by Adrianna Kezar's research at USC on leadership development and change management in higher education. I highly recommend the [Pullias Center for Higher Education website](#) for access to many resources. It was during her lectures at the ALA that I developed a plan that would first build on my predecessor's successes in areas within the university and then evolve our culture of assessment by strengthening the connections across the university through a stable network of assessment leaders.

In my first semester as a new vice provost in fall 2015, I continued my office's partnerships with existing committees and teams. The Core Advisory Committee (CAC) committed to accelerating their assessment work in preparation for a future Core Curriculum revision. The CAC created a subcommittee that has been working tirelessly and we now have multiple years of data for the new **Core Redesign Task Force**. I partnered with deans, faculty, and the staff of the schools to create and support assessment coordinator positions and committees. It was clear that we needed the network right away and the network needed an architect. I found that leader sitting next to me in the ALA. Under Deborah Panter's stewardship, the University Assessment Committee (UAC) has provided the community with the leadership and stability we needed through shared tools, training, processes, and policies. Most importantly, USF now has a culture of assessment that is fully committed to being inclusive, equitable, and just.

We have co-created much together over my last eight years. It brings me joy whenever I see the impact assessment results have on our decision-making. UAC and the Office of Assessment and Accreditation Support (OAAS) provide crucial support across campus. We regularly report assessment and program review results to the Board of Trustees and to USF leadership. I now see academic program changes based on the latest assessment data collected within departments and in a system that is accessible and transparent.

I know that the assessment network we built is working. It has been an honor to have built this community with you.

Sincerely,

 Shirley McGuire  
Senior Vice Provost

## Announcements

Assessment-related Events &amp; Upcoming Conferences

### Nominations Open for the 2023 Educational Effectiveness Award

The Educational Effectiveness Award (EEA) recognizes excellence in assessment practices at the University of San Francisco. The recognized assessment work should show evidence of student learning, use student learning evidence, and help the university, or any part of the university or community, achieve its learning outcomes, goals, or mission. Exemplary assessment work should also support a culture of assessment at USF and include a plan for closing the loop.

Criteria:

1. Please attach a document, if appropriate, that exemplifies the team's assessment work. This document can be a self study, executive summary, rubric, or anything that best encapsulates the team's work.
2. Please explain how the team used assessment plans, resources, or activities to help its department/division, the university, and/or community to achieve its learning outcomes, goals, or mission. (250 words or less)
3. Closing the loop is defined as using data for improvement or modification. How has the team closed the loop on its assessment work? If it has not yet done so, what are the plans for closing the loop? (250 words or less)
4. How does the team's work support a culture of assessment at USF? (250 words or less)

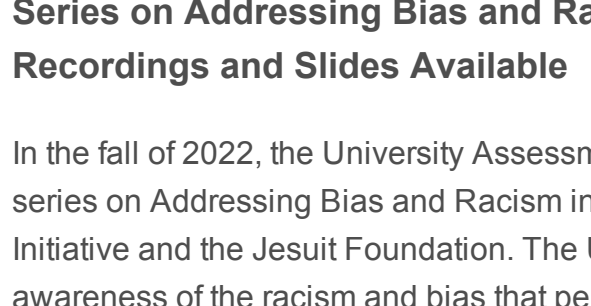
[Nomination Form »](#)

### Upcoming Conferences

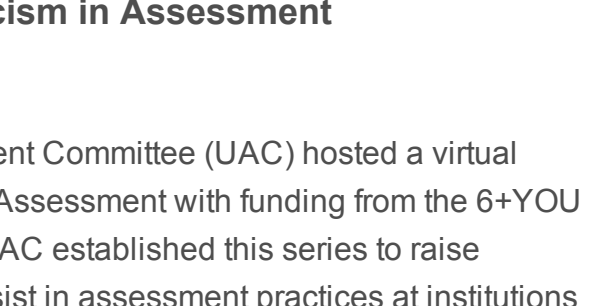
- April 12–15 | Chicago, IL | [National Council on Measurement in Education Annual Meeting](#)
- April 19–21 | Orange County, CA | [WSCUC Accreditation Resource Conference](#)
- April 26–28 | Virtual (Free) | [Peralta Equity in Online Learning Conference](#)
- June 5–8 | New Orleans, LA | [AALHE Annual Assessment Conference](#)
- Oct. 9–10 | Sacramento, CA | [CALFHA Assessment Conference](#)
- Oct. 29–31 | Indianapolis, IN | [IUPUI Assessment Institute](#)

## Magis Methods

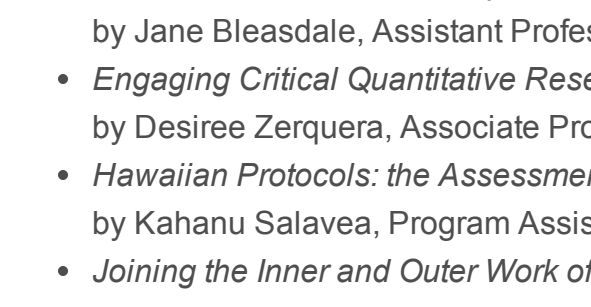
Assessment-related Tips &amp; Resources



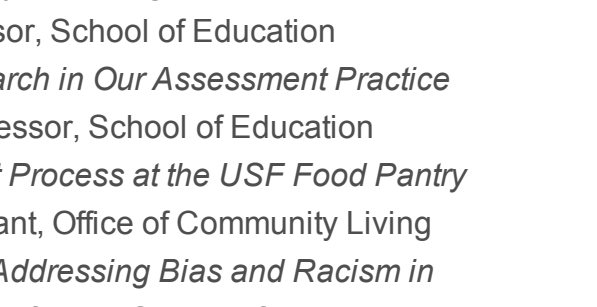
Rhonda V Magee, Professor, School of Law



Kahanu Salavea, Program Assistant, Office of Community Living



Jane Bleasdale, Assistant Professor, School of Education



Desiree Zerquera, Associate Professor, School of Education

### Series on Addressing Bias and Racism in Assessment Recordings and Slides Available

In the fall of 2022, the University Assessment Committee (UAC) hosted a virtual series on Addressing Bias and Racism in Assessment with funding from the 6+YOU Initiative and the Jesuit Foundation. The UAC established this series to raise awareness of the racism and bias that persist in assessment practices at institutions of higher education and at USF, and to help faculty and staff identify both implicit and explicit bias in assessment. Three wonderful faculty and one wonderful staff member presented in the series. The recordings and slides are available on the [UAC website](#).

- *Social Conscience and Responsibility: Teaching the Common Good* by Jane Bleasdale, Assistant Professor, School of Education
- *Engaging Critical Quantitative Research in Our Education Practice* by Desiree Zerquera, Associate Professor, School of Education
- *Hawaiian Protocols: the Assessment Process at the USF Food Pantry* by Kahanu Salavea, Program Assistant, Office of Community Living
- *Joining the Inner and Outer Work of Addressing Bias and Racism in Assessment* by Rhonda V Magee, Professor, School of Law

## Notes from the Field

Assessment Stories from USF Departments &amp; Units

### Insights from the 2022 Educational Effectiveness Award-Winning Biotechnology PSM Team: Using Tableau as a Resource for Preparing Reports and PSMs

by Cary Lai, Brian Young, Naupaka Zimmerman, Christina Tzagarakis-Foster, Moira Gunn, and Luwei Xie

Our Professional Sciences Master's (PSM) in Biotechnology graduate program helps students develop a multi-disciplinary background that spans the scientific, business, and ethical aspects of the field. In preparing our Self-study Report for Academic Program Review, we used Tableau to prepare many of our figures and tables.

What is Tableau? Tableau is an enterprise-grade data visualization software program that was purchased by Salesforce in 2019 for \$15.7 billion. Tableau can plot massive amounts of raw data in easy-to-understand and visually appealing tables and charts. USF's Center for Institutional Planning and Effectiveness (CIPE) has a subscription to Tableau and has linked raw data from USF so that it can be visualized and analyzed to derive insight into patterns over time. For example, if a specific student applied to USF five years ago, data about the applicant's name, Slate ID number, the program they applied to, their country of residency, and the date they created and submitted their application are all accessible in Tableau. These data can then be sorted and visualized using graphs and tables in almost any way imaginable.

As an example, our biotechnology program was very interested in tracking admissions trends from year to year. We produced the admission trends figure shown below (Figure 1), which tracked the total number of applicants, as well as admitted, deposited, and enrolled students over the last eight years. From this, we were able to quickly see how our yield and melt rates varied over time. The true strength of Tableau is its ability to visualize the data in different ways 'on the fly.' For example, we were easily able to evaluate a range of trends quickly and easily: How has the gender makeup of admitted student cohorts changed over time? What about matriculated student cohorts? How has the percentage of applicants from China vs. India changed over time? Or the number of submitted applications on March 1 for each of the last five years? That answers all these questions can easily be analyzed and visualized using Tableau.

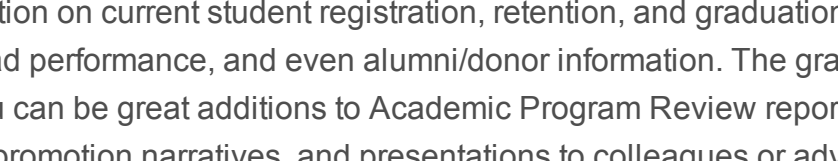


Figure 1

While we have used Tableau most extensively for tracking admissions trends, a huge amount of data can be accessed by USF faculty and staff through Tableau, including information on current student registration, retention, and graduation rates (Figure 2), digital ad performance, and even alumni/donor information. The graphs produced using Tableau can be great additions to Academic Program Review reports, ACP reports, faculty promotion narratives, and presentations to colleagues or advisory boards.

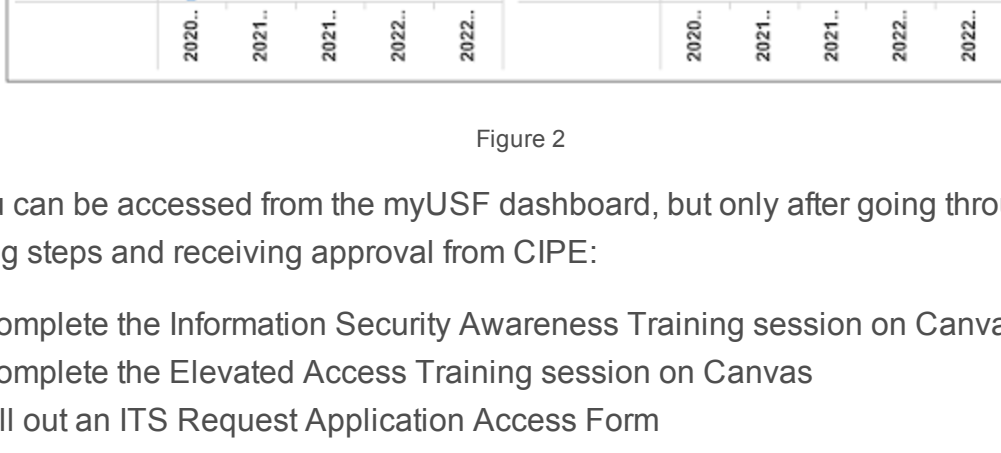


Figure 2

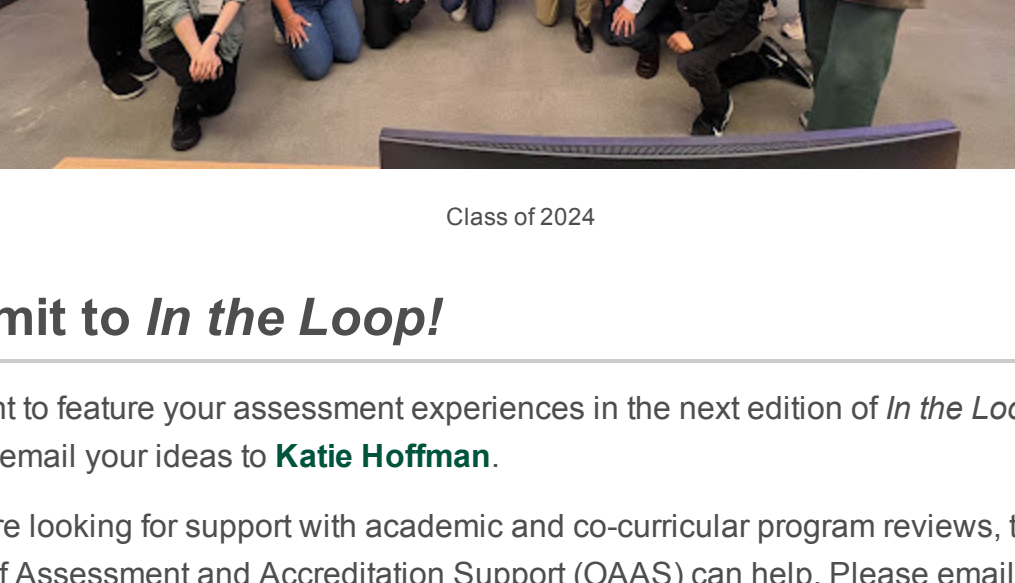
Tableau can be accessed from the myUSF dashboard, but only after going through the following steps and receiving approval from CIPE:

1. Complete the Information Security Awareness Training session on Canvas
2. Complete the Elevated Access Training session on Canvas
3. Fill out an ITS Request Application Access Form

Details about gaining access to Tableau and more information about using Tableau can be found on the [CIPE website](#). Faculty and staff can also work directly with CIPE to produce special or specific reports as needed.

While initially gaining access to Tableau at USF does require several steps, we think that once access is granted, using Tableau is quite straightforward. While the software is very accessible and user-friendly, **ITS does also provide support and training for using Tableau**.

We have continued using Tableau insights to recruit and matriculate students this admission cycle and look forward to welcoming another successful cohort to USF in AY 2023-24!



Class of 2024

## Submit to In the Loop!

We want to feature your assessment experiences in the next edition of *In the Loop*! Please email your ideas to [Katie Hoffman](#).

If you are looking for support with academic and co-curricular program reviews, the Office of Assessment and Accreditation Support (OAAS) can help. Please email [Deborah Panter](#), call **(415) 422-4588**, or visit the [OAAS website](#) for more information.

 Join the conversation [#USFCA](#)
