

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MEMORANDUM

To: Chief Academic Officers, New Mexico Institutions of Higher Education

From: New Mexico Higher Education Department

Subject: Statewide Assessment Reporting: Institutional Reports due 09/30/2008

Date: February 21, 2008

As you know, discussions have been occurring in the state for some time about “articulation” of the 35-hour common general education core of transferable courses. The good news for our students is that the transferable core is in place. The next step is to verify that the competencies for each area, set by various New Mexico faculty statewide committees, are being addressed in the courses included in that 35-hour core.

The following request for assessment information is part of Higher Education’s compliance with SB 161, which mandates statewide articulation of general education courses (part of the 35-hour transferable "core curriculum"). To assure the articulation not only of courses but of equivalent student learning outcomes, institutions must demonstrate that expectations for student learning (reflected in institutional assessment processes) are also “equivalent” across the state. Finally, the HED and the task force are charged with preparing a report of how institutions across the state are addressing the competencies to assure that student learning outcomes are in fact equivalent across various institutions.

We have attached the various forms and instructions you will need to complete your institution’s report. Your assessment report will be due to NMHED on September 30, 2008.

Materials to assist this process:

- **Listing of the New Mexico General Education Transfer Module**
<http://hed.state.nm.us/content.asp?CustComKey=193242&CategoryKey=195796&pn=Page&DomName=hed.state.nm.us>
- **Competencies for each area of general education**
These competencies were designed by statewide committees of faculty members drawn from various institutions. These also include some examples of assessment tools (e.g., class projects, portfolios, pre- and post-tests, etc.)

Area I Communications (Oral and Written Communication)

<http://hed.state.nm.us/cms/kunde/rts/hedstatenmus/docs/661078718-09-06-2006-11-57-31.pdf>

Area II Mathematics (Algebra)

<http://hed.state.nm.us/cms/kunde/rts/hedstatenmus/docs/661078718-09-06-2006-11-59-03.pdf>

(Calculus I)

<http://hed.state.nm.us/cms/kunde/rts/hedstatenmus/docs/949829464-09-06-2006-13-08-53.pdf>

(Other College-level Math)

<http://hed.state.nm.us/cms/kunde/rts/hedstatenmus/docs/661078718-09-06-2006-12-01-04.pdf>

Area III Laboratory Science

<http://hed.state.nm.us/cms/kunde/rts/hedstatenmus/docs/661078718-09-06-2006-12-01-57.pdf>

Area IV Social and Behavioral Sciences

<http://hed.state.nm.us/cms/kunde/rts/hedstatenmus/docs/661078718-09-06-2006-12-02-34.pdf>

Area V Humanities and Fine Arts

<http://hed.state.nm.us/cms/kunde/rts/hedstatenmus/docs/661078718-09-06-2006-12-03-18.pdf>

- Several matrices, with instruction cover sheet will be distributed at the Assessment Conference February 28-29, or mailed to you following the conference.

- **Roundtable Discussion of this Process**

To facilitate discussion about this process, a double session has been scheduled at the New Mexico Higher Education Assessment and Retention Conference (Feb 28-29, 2008) on Friday morning, February 29th, 8:00 am – 10:00 am. A panel will present the philosophy behind this process. Following that, moderated roundtable discussions of each “core” area will allow participants to discuss how best to complete the matrix for their institution. Information about the conference is available at <http://www.nmsu.edu/~NMHEAC/>

Timeline for Reporting

Letter's date	Notification of data request
29 Feb 2008	New Mexico Higher Education Assessment & Retention Conference (roundtables on assessment reporting)
30 Sept 2008	Reports due
15 Oct 2008	Verification of reports received. Task Force meets to review submissions and prepare report.
1 Dec 2008	Report from Task Force submitted to HED and institutions for review.
30 Dec 2008	Report presented by HED and Assessment Task Force to the Legislative Finance Committee, the Legislative Education Study Committee, and the Governor.

Conclusion

The statewide Task Force and the Higher Education Department appreciate the time and effort that many faculty members have expended assuring high quality instruction for New Mexico's college students. Many assessment committees and coordinators on campuses across the state have done excellent work designing, reporting on, and using student learning outcomes to enhance student learning. This process described here is not intended to supplant or supersede the good work campuses are already doing. It is intended to verify and validate that the courses that transfer are equivalent in their expectations of student learning and that institutions are holding their students to those competencies through assessments tied to our state competencies.

We thank you for your support.

cc: NMHED Assessment Task Force

Attachment(s)

Core Competencies Report

New Mexico Assessment Task Force Listing

Core Competencies Assessment Form(s) Area I thru V

Core Competencies Instructions