FY05 Technology Fee Proposal

Submitting Organization: College of Health and Human Sciences
Major Unit: College of Health and Human Sciences
Department: Nutrition

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1. Project Short Title

Web-based Portfolio Assessment System for Nutrition Students

2. Total Requested

| Fiscal Year 2005          | $17,000 |

3. Executive Summary

<table>
<thead>
<tr>
<th>Project Description (three or four sentences)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A web-based assessment system, such as TrueOutcomes, links all course objectives and student assignments to learning outcomes, documents students’ achievements of the learning outcomes, and generates a large amount and variety of assessment data that assist the department in documenting achievement of goals. Electronic assessment systems incorporate electronic student portfolios, survey and peer review tools, and curriculum records. These systems provide a mechanism for assessing academic program outcomes, evaluating goal achievement, and improving program effectiveness.</td>
</tr>
</tbody>
</table>

4. Project Description

This proposal is for the purchase of a web-based assessment system, such as TrueOutcomes, which links course objectives and student assignments to learning outcomes through a curriculum record, documents students’ achievements of the learning outcomes through electronic portfolios where student upload assignments, and generates a large amount and variety of assessment data, through survey and peer review tools, that assists the academic program in documenting achievement of goals. Survey and peer review tools can be used to demonstrate students’ increases in knowledge and generate surveys that can be sent to students or external constituencies, such as employers. An electronic assessment system will benefit the Department of Nutrition in all aspects of the outcomes assessment process. Such a system will help meet accreditation and program review goals and provide a mechanism for continuous curricular improvement. Outcomes assessment and continuous improvement is mandated by the accrediting agency of dietetic education programs, the Commission on Accreditation of Dietetics Education (CADE) of the American Dietetic Association, by the Southern Association of Colleges and Schools (SACS), and by the academic program review process at GSU. Outcomes assessment is an important component of the continuous improvement process for academic programs. The measurement of learning outcomes informs a program about which educational goals are being met and which is not, and directs efforts to improve the curriculum.

5. Record the review numbers assigned by UCCS and Facilities. Their assessments must be included in Sections 16 and 17.
6. Relevance to Regents Guidelines

1. Technology fee revenues should be used primarily for the direct benefit of students to assist in meeting the educational objectives of their academic programs.
2. Technology fee resources should be used to assure that there are sufficient campus licenses for primary productivity tools such as those found in the Microsoft Office product suites for discipline specific software.
4. Technology fee revenues may be used for training of students and, to a lesser extent, staff and faculty.

7. Relevance to Strategic Plan(s)

Part of the vision of the university’s strategic plan is to create a culture that provides a learning-centered academic environment and an emphasis on lifelong learning for students. The proposed project is closely aligned with the university’s strategic plan because it focuses on the assessment of student learning outcomes, promotes standards of excellence, and emphasizes the use of data to improve processes and outcomes. The web-based assessment system requested for purchase also includes the use of faculty-driven assessment of student learning, which is also aligned with the strategic plan of the university. The College of Health and Human Sciences’ strategic plan incorporates several areas that are relevant to this proposal, including the following: to foster innovative use of technologies in teaching; to provide students with courses that assure their competence and leadership in core areas; and to develop an agreement on the skills, abilities, and knowledge outcome expectations and graduation standards for students. This proposal is also aligned with the Department of Nutrition’s strategic plan, which calls for the identification of student learning outcomes and development of an assessment plan for determining whether outcomes are being achieved and to enhance our programs through the use of technology.

8. Impact on Students Served

Approximately one hundred students in the Department of Nutrition, including undergraduate students, dietetic internship students, and graduate students will be provided an opportunity to work with the outcomes assessment system and develop juried electronic portfolios, which will be judged by Department of Nutrition faculty. With the online portfolio tool, which is web-based and password protected, students can show examples of what they are learning related to the learning outcomes by uploading assignments to their portfolios. The students’ portfolios can then be peer reviewed and evaluated by faculty. In addition, students and alumni can use their showcase portfolios in job searches and future job interviews. The outcomes assessment system will also afford students the opportunity to visually see how their courses and various assignments relate to the program learning outcomes.
9. Justification of Funding Requirements for Fiscal Year 2005

<table>
<thead>
<tr>
<th>Object of Expense</th>
<th>Itemized Descriptions</th>
<th>Quantity</th>
<th>Per unit price</th>
<th>Extended Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Software</td>
<td>Web-based portfolio assessment software</td>
<td></td>
<td></td>
<td>$2,600.00</td>
</tr>
<tr>
<td>Maintenance or</td>
<td>Set-up of course data</td>
<td>1</td>
<td>$4,000.00</td>
<td>$8,000.00</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>Training workshops for faculty and Graduate Laboratory Assistant (GLA)</td>
<td>2</td>
<td>$2,000.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Technical support and maintenance</td>
<td></td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Student Salaries</td>
<td>** GLA</td>
<td>3</td>
<td>$1,800.00</td>
<td>$5,400.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td>$17,000.00</td>
</tr>
</tbody>
</table>

Board of Regents Guidelines state "Technology fee revenues may be used - with caution - for new staffing that is either temporary or ongoing." (See Attachment 1, #6)

* The Department will be able to support ongoing maintenance costs associated with the system if technology funds become unavailable for this purpose
** Graduate Laboratory Assistant II @1.5 Appointments for 3 semesters will be trained in the use of the assessment system by the vendor, will interface with the vendor’s technical experts, and will provide ongoing support to faculty and students as they learn the system.

10. Consequences of Partial Funding

The proposed project would not remain viable with partial funding because most web-based assessment systems have a minimal requirement for the number of students that must be assessed. For example, TrueOutcomes requires a minimum of 100 students.

* **Only 75% funded:** As stated above, the project would not remain viable with partial funding.
* **Only 50% funded:** As stated above, the project would not remain viable with partial funding.

11. Standard Dollar Amounts

NA

12. Standard Replacement Thresholds

NA

13. Prerequisite, Non-Technology Fee Funding

NA

14. Matching Funds

NA

15. Staffing and Other Support Availability

The software vendor will provide support for specific tasks that must be completed in order to use the software, including entering information on educational outcomes, course goals, students, faculty,
administrators, and course registrations. The vendor will also provide training workshops for faculty and the Graduate Laboratory Assistant. University Educational Technology Services (UETS) will help coordinate IS&T resources, as needed, including assisting faculty with integrating the assessment system into the instructional programs and with other learning tools. The Center for Teaching and Learning is available to provide assistance with writing measurable learning outcomes and the GLA will be trained by the vendor to interface with the vendor’s technical support personnel and provide support to both faculty and students learning to use the system. Students in the Department of Nutrition have access to computers through a variety of resources, including university, college, and department resources, and the majority of our majors also have their own personal computers at home.

16. Space Availability and Impact on Facilities

The assessment response from the CBSAC and the Planning and Facilities review (#13450-04) follows:

“This project does not impact facilities.”

17. Impact on Computing/Networking/Security Infrastructure

The assessment response from the UCCS review (#05-012 amended 1-30-04) follows:

“This proposal will not require changes to the university network infrastructure. Proposer should understand that release of sensitive student information requires the prior approval of the Data Steward (University Registrar) for this type data.”

Examples of data needed for the software program, on an ongoing basis, include course identification numbers, section identification numbers, instructor information, and information on students enrolled in specific courses each semester. Permission will be sought and granted from the Registrar if any sensitive student information is required. Students’ campus identification numbers or panther card numbers will be used to uniquely identify a student instead of social security numbers. This proposal has been reviewed by Carolyn Gard, Director of Educational Technology Support Services, UETS, who has been involved in projects requiring similar types of data.

18. Post-Project Assessment Criteria

Faculty will be trained in use of the assessment system and preliminary course data will be entered into the system during the 2004-2005 academic year. Faculty members initially trained in use of the system will be responsible for training any other faculty members who are unfamiliar with the system. Implementation will occur during the 2005-2006 academic year. After implementing the system for one year, faculty will apply to present a session, at a professional meeting, on our department’s experiences using the web-based portfolio assessment system.

19. Review and Acknowledgements

This proposal has been reviewed and approved by:

Dr. Susan Kelley, Dean, College of health and Human Sciences
Mr. Anthony Roberts, Business Manager, College of Health and Human Sciences
Dr. Carolyn Kee, Associate Dean of Research, College of Health and Human Sciences
Dr. Jana Kicklighter, Chair, Department of Nutrition