

## KU Core Assessment

### Background

In 2019, HLC [requested](#) that KU begin conducting student learning assessment in a more integrated and comprehensive manner. We have begun that process with the development of institutional learning goals and the collection of learning artifacts (an object created by students during the course of instruction; a completed assignment) from courses in the KU Core as they align with Institutional Learning goals. Starting in AY22/23 we will collect these artifacts as part of the KU Core Recertification process. Student work that addresses course learning outcomes for KU Core courses will be collected into a repository and scored by the University Student Learning Assessment Committee using appropriate [AAC&U VALUE rubrics](#).

For AY 2022-2023, the committee will be assessing ILG 2 Effective Communication and will be utilizing the following AAC&U VALUE rubrics as a guide in their review:

KU Core Goal 2.1: AAC&U VALUE Rubric for [Written Communication](#)

KU Core Goal 2.2: AAC&U VALUE Rubric for [Oral Communication](#)

The focus of the assessment will be at the institutional level, rather than individual courses or departments. Therefore, instructors and departments should continue their own internal assessment processes for assessing student achievement of Core learning outcomes. Each academic year, this process will be used to assess student learning for one institutional learning goal for general education (Table 2). *If your program has courses in the KU Core you should expect to provide artifacts of student learning in the academic year indicated in the Table below.*

### Planned assessment of institutional learning goals for KU Core

KU Institutional Goals (n=6)	Academic Year					Core Goal
	21/22	22/23	23/24	24/25	25/26	
Upon completion of their academic programs at KU, students will:						Learning Artifacts
<b>1. Creative inquiry &amp; discovery</b> Apply a broad base of knowledge to promote inquiry, discover solutions, and generate new ideas & creative works.	X		X			KU Core Goal 6
<b>2. Effective Communication</b> Articulate thoughts and ideas clearly and effectively in a range of contexts using a variety of means and modalities.		X				KU Core Goals 2.1 & 2.2
<b>3. Analytical Reasoning</b> Access, evaluate, and use qualitative and/or quantitative information to identify patterns, formulate and support interpretations.	X					KU Core Goals 1.1 & 1.2
<b>4. Social Awareness and Cultural Understanding</b> Develop a critical and reflective awareness of social, global, and cultural differences				X		KU Core Goals 4.1 & 4.2

(including ability, language, class, gender, sexuality, religion, nationality, ethnicity, indigeneity, and/or race)						
<b>5. Ethical &amp; Professional Responsibility</b> Demonstrate integrity and act responsibly with the interests of the larger community, environment, discipline, or profession in mind					X	KU Core Goals 5.1
<b>6. Effective Leadership &amp; Collaboration</b> Establish, grow, and sustain productive relationships to effectively address key issues facing local, national, or global communities and solve problems that advance society.					X	KU Core Goals 5.1; Service Learning Certificate

### Do I have to submit student artifacts in AY 2022-2023: KU Institutional/Core Assessment?

During AY 2022-2023, student artifacts will only be collected for courses who have been certified by the University Core Curriculum Committee as meeting KU Core Goal 2.1 Written Communication or KU Core Goal 2.2 Oral Communication. A listing of approved courses for each Core goal as of June 2022, has been provided below.

#### Certified Courses for KU Core Goal 2.1: Written Communication

Course	Course Title
ANTH 389	Anthr Gendr:Female Male&Beyond
BUS 305	Business Writing
CLSX 178	Wrtng About Grk&Romn Culture
ENGL 101	Composition
ENGL 102	Critical Reading and Writing
ENGL 105	Honors Introduction to English
ENGL 203	Topics in Reading and Writing:
ENGL 205	Freshman-Sophmr Honors Prosem:
ENGL 209	Introduction to Fiction
ENGL 210	Introduction to Poetry
ENGL 211	Introduction to the Drama
ENGL 220	Introduction to Creative Writi
FREN 380	Middle Ages in Modern Imagnatn
GIST 321	Graphic Novels as Memory
HIST 120	Colonial Latin America
HIST 201	Wrtng Past-Catgry I/Wstrn Tpc:
HIST 202	Wrtng Pst-Catgry II/Wstrn Tpc:
HUM 110	Introduction to Humanities
HUM 111	Introduction to Humanities, Hn

HUM 114	Western Civilization I Honors
HUM 140	Introductn to World Literature
HUM 204	Western Civilization I
HUM 205	Western Civilization II
HUM 364	Pregnancy in Modern Literature
JOUR 104	Words at Work:Wrtng Essentials
JOUR 304	Media Writing for Audiences
JOUR 305	Writing for Media, Honors
JWSH 434	Arab-Palestinian Soc,Cltr&Pltcs
SLAV 320	Graphic Novels as Memory
WGSS 364	Pregnancy in Modern Literature
WGSS 389	Anthr Gendr:Female Male&Beyond

### **Certified Courses for KU Core Goal 2.2: Oral Communication**

Course	Course Title
C&PE 626	Chemical Engineering Labrty II
C&T 366	Classrm Interactions Math&Sci
CLSX 310	Grk Rhetorc in Theory&Practice
CLSX 320	Rmn Oratory in Theory&Practice
COMS 130	Speaker-Audience Communication
COMS 131	Speaker-Audience Communicatn,H
COMS 132	Spkr-Aud Cmnectn Prof Schools
COMS 133	Spkr-Aud Cmnectn Prof Schl,Hnrs
COMS 322	Aud Ctrd Pub Speak in Wrkplace
HIST 203	Spkng Past-Catgry I/Wstrn Tpc:
HIST 204	Spkng Pst-Catgry II/Wstrn Tpc:
IA 405	Profsnl Communications Skills
JOUR 150	Stand and Deliver
JWSH 410	Israel: From Idea to State
MEMT 330	Rehearsal/Conductg Clinic:Band
MEMT 331	Rehearsl/Conductg Clinic:Chorl
MEMT 332	Rehrsl/Cndctg Clinic:Orchestra
PHIL 150	Philosophical Communication
THR 120	Public Speaking as Performance

## Instructions for Submitting KU Core Student Artifacts:

Things to consider before moving into the submission process:

- You will need to submit your artifacts as a Zip file named for the course ID (4222-##### or similar) for your course. If you are unaware of your course's ID, contact the KU IT Educational Technologists at [itedtech@ku.edu](mailto:itedtech@ku.edu) or 785-864-2600.
- If you need assistance downloading assignment submissions from Blackboard or Canvas, please contact the KU IT Educational Technologists at [itedtech@ku.edu](mailto:itedtech@ku.edu) or 785-864-2600

Follow the below links to access appropriate Canvas site:

[KU Core Goals 2.1: Written Communication](#)

[KU Core Goals 2.2: Oral Communication](#)

1. Log into Canvas
2. Click on the “Enroll in Course” button in the top right-hand corner
3. A Success message will be presented with the option to go directly to the Course.

## Downloading and Submitting from Blackboard

1. In the Blackboard course, navigate to **Grade Center, Full Grade Center**.
2. Find the assignment column containing the student work. Put your cursor on the column name, click the menu. {[screenshot](#)}
3. Select **Assignment File Download**.
4. Click the top checkbox under Select Users to select all students' work. Or click the checkboxes next to selected student names. Click **Submit**.
5. Click the words 'Download assignments now'.
6. You may see an indicator at the bottom of the screen that the zip file is now in your Downloads folder. If you see a pop-up window, select Save File and OK.
7. Do not open the zip file and do not edit the filename as it contains the course ID information.
8. Return to appropriate Canvas site  
[Goal 2.1 Written Communication](#)  
[Goal 2.2 Oral Communication](#)
9. Select “Submitting Files from Blackboard”
10. Use “Submit the generated Zip file here” link and follow the detailed instructions to complete the submission process.

## Downloading and submitting from Canvas

1. Review and follow the steps to download all submissions for a Canvas Assignment using the [steps described in the Canvas Instructor Guide](#). DO NOT OPEN OR UNZIP THE FILE.
2. You will download a file named "Submissions.zip" with these steps. Rename this file to match the course ID for your course in Canvas, such as 4222-#####. If you don't

know your course ID, navigate to your course in Canvas and go to Settings > Course Details. Copy the information ## for SIS ID.

- To rename a file in Windows, Open File Explorer by going to **My Computer**, or by pressing Windows Key + E on your keyboard. Find the file you want to rename, select it and select **Rename** on the ribbon (or press F2 on your keyboard). Type the new name you want the file to have and press Enter.
  - To rename a file in MacOS, the easiest way is to use **Finder**. Find and select the file, then select File > Rename. Type the new name and press Enter.
3. After renaming your ZIP file, it is ready to be submitted
  4. Return to appropriate Canvas site  
[Goal 2.1 Written Communication](#)  
[Goal 2.2 Oral Communication](#)
  5. Select “Submitting Files from Canvas”
  6. Use “Submit your renamed Zip file here” link and follow the detailed instructions provided to complete the submission process.

### **Submitting files saved on your computer**

1. Collect your files into a single folder named for the course ID (4222-#####) for your course.
  - If you are unaware of your course's ID, contact the KU IT Educational Technologists at [itedtech@ku.edu](mailto:itedtech@ku.edu) or 785-864-2600.
2. Compress your folder into a Zip file.
  - [Steps for Windows](#)
  - [Steps for MacOS](#)
3. Once the file is created, it is ready to submit
4. Return to appropriate Canvas site  
[Goal 2.1 Written Communication](#)  
[Goal 2.2 Oral Communication](#)
5. Select “Submitting files saved on your computer”
6. Use the “Submit the generated Zip file here” link and follow the detailed instructions provided to complete the submission process.