

CAPS ASSESSMENT REPORTING FOR UCORE FAQs for Spring 2021

Why am I being asked to report on a CAPS course for UCORE? Why is this CAPS report required every semester?

As outlined in the [Required Elements for UCORE CAPS Courses](#), instructors of CAPS courses will submit a short report on outcomes of CAPS courses for UCORE general education assessment. Assessment data is needed annually for UCORE's evaluation of how the university's general education curriculum is working WSU-wide, with assessment particularly needed from courses at the senior level. UCORE assessment also helps meet requirements for WSU's regional accreditation.

Why is my report due by May 14?

The UCORE Committee is asking for the CAPS reports for Spring 2021 by May 2021. You can submit your report any time between the end of the semester and May 14th. It may be easiest to complete your report as you finish calculating grades for the course.

How do I access the report form?

Instructors will receive an email from ucore.wsu@wsu.edu with a link to submit their CAPS report via Qualtrics in late April 2021.

What information is requested for the CAPS report?

The CAPS report form asks instructors to consider the class as a whole and indicate the percentage of students that *do not meet, partially meet, meet, and exceed* expectations on WSU's Learning Goals of Undergraduate Education. Instructors are also asked how students could have been more prepared for their CAPS course. You can use the provided [Planning Sheet \(docx\)](#) to preview the questions and develop your report prior to submission.

The report asks for estimates of how students performed on WSU's Learning Goals of Undergraduate Education. Do I need to re-assess student work to get this information? No, you should not need to re-assess student work. When your course was submitted for CAPS designation, the application indicated how the course and assignments align with WSU's Learning Goals of Undergraduate Education. You can use students' performance on these aligned course outcomes to approximate the percentage of students that meet WSU's Learning Goals at the graduating undergraduate level.

What does it mean for students to be “meeting expectations at the graduating undergraduate level”? Should this be based on students' final course grades?

The UCORE CAPS report has been revised to improve CAPS assessment by providing descriptors for “Meets Expectations for Graduating Seniors” for each of the included WSU Learning Goals. While final course grades may be considered as part of your holistic assessment of student achievement, final course grades alone are not fine-tuned enough to give information about specific strengths or weaknesses in student achievement on specific learning goals (i.e. students with the same final course grade could vary considerably in their abilities on individual learning goals.)

How was the CAPS report developed?

The UCORE Director, Committee, and Assessment Subcommittee has worked with the Office of Assessment for Curricular Effectiveness to develop and refine a short report form. UCORE seeks to collect useful information on student learning, in a manageable format, minimizing the burden on instructors.

Does assessment in this CAPS also contribute data toward program assessment for majors?

Typically assessment in a CAPS course for majors can contribute toward program level assessment of student learning. We encourage you to share CAPS assessment data with your department assessment team. In August, we will provide you with a pdf copy of the report you submitted.

Who can I contact with questions about completing the report?

If you have questions or encounter any technical difficulties with the Qualtrics form, contact ucore.wsu@wsu.edu.