

Step Three: Describe your methodology

II. B. 2 <i>Desired Performance (from previous step)</i>	III. A. <i>What aspects of the performance are critical to measure?</i>	III. B. <i>How (by what means) will you gather the data?</i>	III. C. <i>When will Assessment Begin?</i>	III. C. <i>Who is Responsible for What?</i>
Create a diverse curriculum	a. Reading and writing assignments	Review of sample syllabi	Fall 2004	Freshman English Committee (FEC)
Expose students to rich range of traditions and texts	a. Reading assignments	Review of sample syllabi	Fall 2004	FEC
Engage students in out-of-class experiences	a. Quality of engagement	Report of the instructors	Ongoing	Instructors will report to FEC
	b. Student reflection of the experience	Review of student reflective letters		
a) Guide students in Composition I to complete final writing portfolios. b) Guide students in Composition II to complete final writing portfolios.	a. Requirements of FEC re: Portfolio compilation and assessment	Review of student Portfolios—Composition I	Fall 2003	Members of Composition Program will assess according to rubric established by FEC
	b. Requirements of FEC re: Portfolio compilation and assessment for Composition II	Review of random sampling of Composition II Portfolios	Summer 2004	Members FEC assess according to Composition Program designed rubric.
Publish student work	a. Quality of written work submitted to an editorial board	Written work submitted for publication	Ongoing	Editorial boards
Produce effective writing	a. Competencies based on requirements established by Composition Program	Portfolio Assessment	Ongoing	Members of Composition Program will assess according to rubric established by FEC

Assist students in creating exemplary student writing	a. Strategies used by faculty for assisting students	Ongoing training and opportunities for exchange of ideas among faculty	Ongoing	Instructors and FEC
Engage students in course components	a. All requirements of the course	Review of added SEI question	Fall 2003	Instructors and assessment by FEC
Encourage students to view writing as learning.	a. How students envision themselves	Review of student reflective letters	Ongoing	Instructors and FEC
Empower students as writers	a. How students envision themselves	Review of student reflective letters	End of semester	Members of the Composition Program

Note: The FEC will conduct focus groups and interview graduates of the Composition Program during Summer 2005. The results of these interviews will help the Program measure students' overall expertise in writing.