

Frequently Asked Questions (FAQ's)

1. How often do I need to complete the assessment?
 - a. The USP Assessment timetable is located on the USP website <http://uwadmnweb.uwyo.edu/unst/faculty/assessment.asp>. The USP Committee developed a rotating schedule to assess all core components over a three year period. The assessment rubric needs to be completed both fall and spring semester of the year the component is chosen for assessment.

2. Can I use the same assignment to complete the rubric?
 - a. Yes, if one assignment fulfills all of the criteria then you may use that one assignment to complete the rubric. Please be sure to describe the assignment in the space provided on the rubric.

3. Can I use multiple assignments to complete the rubric?
 - a. Yes, multiple assignments may be used to complete the rubric. Please be sure to describe each assignment in the space provided on the rubric.

4. How were the rubrics developed?
 - a. The USP Committee created each rubric using the already established USP criterion for each category.

5. What kind of assignments can be used to complete the rubric?
 - a. There is a lot of flexibility when choosing assignments for the rubric. Faculty may choose all or part of an assignment. Below are a few examples:
 - Ten questions from a multiple-choice exam given at the end of the semester

 - An essay question about [insert topic] from a mid-term exam

 - A 5 to 8 page term paper about [insert topic] due at the end of the semester

 - Three short answer questions from a homework assignment on [insert topic]

6. How are the results of the assessment going to be used?
 - a. All of your responses will be kept confidential. The Office of Academic Affairs will compile the results into a summary report which will be shared with the faculty teaching USP courses, as well as with the USP Committee and University Assessment Coordinators.

7. When do I need to complete the rubric?
 - a. Please submit your completed rubric by two weeks after the last day of class each semester. If you complete the rubric early, please feel free to submit it earlier.

8. Who do I contact if I have questions regarding the rubrics or the assessment process itself?
 - a. Erika Prager (ekprager@uwyo.edu) University Assessment Specialist
Aneesa McDonald (aneesamc@uwyo.edu) USP Committee and Office of Academic Affairs
Penne Ainsworth (penne@uwyo.edu) College of Business
Rebecca Roberts (rebeccar@uwyo.edu) USP Committee Chair
Your college Assessment Coordinators
<http://uwadmnweb.uwyo.edu/assessment/WhoWeAre/CollegeAssessmentCoordinators.asp>