

PROGRAM INFORMATION

Date submitted: February 7, 2012

Degree Program(s):	MARA	Department:	Libr Inf. Science
Department Chair:	Dr. Sandy Hirsh	Phone:	4-2491
Report Prepared by:	Dr. Patricia Franks	Phone:	4-2491
Next Self-Study due :	2014	E-mail:	patricia.franks@sjsu.edu

Note: Schedule is posted at: <http://www.sjsu.edu/ugs/programplanning/>

ARCHIVAL INFORMATION

Location:	Electronic	Person to Contact:	Patricia Franks	4-2494
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Assessment schedule is posted at <http://www.sjsu.edu/ugs/assessment>
 Please send any changes to the schedule or to student learning outcomes to Jackie Snell
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MARA Core Competency F: Apply fundamental management theories and principles to the administration of records and recordkeeping organizations

Initial Evidence of Student Learning:

[Spring 2009]

The first cohort of students entered the Master of Archives and Records Administration degree in the Fall of 2008. Nine MARA Core Competencies (see Attachment 1) were identified as Program Learning Outcomes (PLOs). Each of the 14 required courses lists unique learning objectives and focuses on a few specific PLOs as SLOs for that course.

Core Competency F is one of 3 MARA core competencies supported through assignments and activities within the MARA 204, *Management of Records and Archival Institutions*, course. The other two SLOs/PLOs are D and G.

MARA 204 was offered for the first time in the Spring of 2009. Seven students who began the program in the Fall of 2008 were enrolled in MARA 204. One assignment, ***Evaluation of Archives/Records Management Program***, was selected as evidence of mastery of MARA Core Competency F. The grades they earned on the ***Evaluation of Archives/Records Management Program*** assignment were as follows: 1 A; 4 A-; 1 B+; and 1 D+. Because 6 of 7 students earned a B+ or higher on this assignment, it was determined that no changes needed to be made to the assignment.

Change(s) to Curriculum or Pedagogy:

[Spring 2010]

In the Spring of 2010, a different instructor taught MARA 204 for 8 students who began their program in the Fall of 2009. The same instructions were provided for the **Evaluation of Archives/Records Management Program** assignment, and the same rubric used to grade it. The following grades were earned on this assignment: 4 A, 3 B, and 1 C. Because 7 of 8 students earned a 3.0 of 4 or higher on this assignment, it was again determined that no changes needed to be made to the assignment.

Evidence of Student Learning after Change.

[Spring 2011]

The SLIS MARA Program Assessment submitted November 1, 2010 specified that:

The same assignment and rubric will be used in the Spring of 2011 in MARA 204 for the students who entered the program in the Fall of 2010. After that semester, we will study the results from the three times the course was taught to three different groups of students to better analyze how well that particular assignment correlates to students mastering this PLO. Changes, if any, would be made for the next offering of the course, planned for Spring of 2012.

The instructor who taught MARA 204 in the Spring of 2010, once again taught it in the Spring of 2011. The same assignment and instructions used for the Evaluation of Archives/Records Management Program assignment, and the same rubric used in 2009 and 2010 to grade it (see attachment 1). Of 11 students who were enrolled at the start of the course, only 10 completed the course. One withdrew from the program. The ten students who completed the course earned the following grades on this assignment: 9 A and 1 B.

[Spring 2011: Analysis and Relationship to ePortfolio statement providing understanding and evidence of mastery of MARA Core Comp F]

Also included in the November 1, 2010 SLIS MARA Program Assessment was the following statement:

The MARA program culminates with an electronic portfolio as a capstone learning experience. Students will build their electronic portfolios in MARA 289. Once we have enough students who have taken MARA 289 and demonstrated achievement of the MARA PLOs (Core Competencies) through their electronic portfolios, we will adjust the MARA assessment plan

In preparing to understand how well students can demonstrate achievement of the MARA PLOs (Core Competencies), an analysis of Competency F as submitted for the ePortfolio of each of the 5 MARA 2011 graduates was made with the following results:

Use of assignment as evidence: The first cohort who entered in the Fall of 2008 graduated in May of 2011. As part of their requirements for graduation, they were enrolled in MARA 289-ePortfolio course. When asked to describe their understanding of Comp F, 3 of the 5 students submitted the Environmental Scan with SWOT analysis (**Evaluation of Archives/Records Management Program**) as evidence of mastery of MARA core competency F. The other two submitted a related, group assignment from this same MARA 204 course that also contained an environmental scan and SWOT analysis.

Number of revisions needed on competency statement for Core Competency F: The statements of three students were accepted the first time submitted (no revisions), and the statements of two of the students were accepted the second time they were submitted (1 revision).

This is a valuable assignment that students perform very well and use as evidence in support of their mastery of MARA core competency F.