




Office of the Provost and  
Senior Vice President for Academic Affairs

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**TO:** Richard Koubek, President

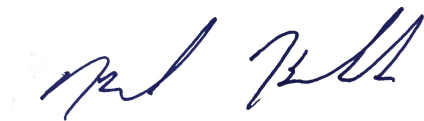
**FROM:** Andrew Storer, Provost & Senior Vice President for Academic Affairs 

**DATE:** October 29, 2024

**SUBJECT:** Senate Proposal 3-25

Attached is Senate proposal 3-25, "Syllabi Policy - Revision of Assessment Statement," and a memo stating the Senate passed this proposal at their October 24, 2024 meeting. I have reviewed this proposal and recommend approving the proposal.

I concur   X   do not concur        with the provost's recommendation as stated in this memo.



Richard Koubek, President

10/30/

Date



DATE: October 24, 2024  
TO: Richard Koubek, President  
FROM: Robert Hutchinson, University Senate President  
SUBJECT: Proposal 3-25  
COPIES: Andrew Storer, Provost & Senior VP for Academic Affairs

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At its meeting on October 24, 2024, the University Senate approved Proposal 3-25, "Syllabi Policy - Revision of Assessment Statement." Feel free to contact me if you have any questions.

**The University Senate of Michigan Technological University**  
**Proposal 3-25**

**Syllabi Policy - Revision of Assessment Statement**  
(Voting Units: Academic Only)

Submitted by: Jean Straw DeClerck, Assessment Manager, on behalf of Marika Seigel, Associate Provost of Undergraduate Education

**I. Introduction**

This proposal pertains to the Senate Policy 312.1 (third to last bullet amended 3-13) so that the wording shared with students on syllabi better matches current practice. The proposed wording was a collaborative effort between the Assessment Manager, Associate Provost of Undergraduate Education, Assessment Council and General Education Council in Spring 2024.

**II. Rationale**

The required syllabus statement regarding assessment was added by proposal 3-13 in order “to comply with Michigan Tech University’s Institutional Review Board Policy”. In Spring 2024, Michigan Tech’s IRB office clarified that there is no current policy that requires the anonymization of student work for internal assessment purposes and the statement does not match current procedure.

**III. Proposal**

Replace the language in the third to last bullet.

From -

Student work products (exams, essays, projects, etc.) may be used for purposes of university, program, or course assessment. All work used for assessment purposes will not include any individual student identification.

To –

As part of the university's commitment to curricular quality, student work products may be used to evaluate how well Michigan Tech students are achieving programmatic learning outcomes. Findings are used to inform future course and curricular improvements to support student learning but are not used to evaluate specific students and individual instructors.