

M.A. in Sociology Academic Assessment Plan 2012 2013

College of Liberal Arts and Sciences
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Office of the Provost

University of Florida

Institutional Assessment

Continuous Quality Enhancement

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Figure 1. University of Florida Graduate/Professional Program Assessment Plan Review Rubric**Error! Bookmark not defined.**

University of Florida Graduate/Professional Program Assessment Plan Review Rubric, continued **Error! Bookmark not defined.**

Academic Assessment Plan for M.A. in Sociology

College of Liberal Arts and Sciences

A. Mission

Graduate Program Sociologists conduct research about the social forces that shape all of our lives, often in hopes of improving everyday life and the life chances of each person. The MA program in Sociology provides the skills to organize information, communicate analytical research to academic and lay audiences, and prepare well-reasoned and carefully-written reports and documents that contribute to societal well-being. Our award-winning and internationally-known faculty successfully mentor graduate students to become established in their professional nonacademic careers or successfully transition into a rigorous doctoral program.

College The principle mission of the College of Liberal Arts and Sciences (CLAS) is to lead the academic quest to understand our place in the universe, and to help shape our society and environment. Through teaching, research and service, CLAS continually expands our knowledge and practice in the most fundamental questions in the arts, humanities, social sciences, and natural and mathematical sciences. At the graduate level, students master a specialized body of knowledge and pursue original research under the guidance of outstanding faculty. As a public institution, CLAS serves society through its research programs to advance our knowledge and capabilities, through its teaching to prepare tomorrow's leaders, and through its outreach programs to ensure dissemination of the state of the art in areas ranging from languages and literatures, to social behaviors, to the fundamental laws of nature.

University The faculty and staff of the University of Florida are dedicated to the common pursuit of the university's threefold mission: teaching, research and service. Teaching is a fundamental purpose of this university at both the undergraduate and graduate levels. Research and scholarship are integral to the educational process and to the expansion of our understanding of the natural world, the intellect and the senses. Service reflects the university's obligation to share the benefits of its research and knowledge for the public good. The university serves the nation's and the state's critical needs by contributing to a well-qualified and broadly diverse citizenry, leadership and workforce. These three interlocking elements span all the university's academic disciplines and represent the university's commitment to lead and serve the state of Florida, the nation and the world by pursuing and disseminating new knowledge while building upon the experiences of the past. The university aspires to advance by strengthening the human condition and improving the quality of life.

Shared Mission Our mission aligns with the UF and CLAS missions to ensure that every graduate student is trained with the highest academic standards and will be successful in scientific, scholarly, and professional arenas. We share values of high academic standards, ethical conduct of scholarship and research, creation and transmission of knowledge that enhance the human experience, diversity, and a commitment to advance the health, education and well-being of citizens throughout the world.

B. Student Learning Outcomes and Assessment Measures

SLO Type	Student Learning Outcome	Assessment Method	Degree Delivery
Knowledge	1. Identify, define and describe sociological theories and sociological research methods	Students will complete and successfully defend a thesis or professional research article within two years of matriculation	Campus
Knowledge	2. Define and describe one specialty sub-field in sociology.	Students will complete and successfully defend a thesis or professional research article within two years of matriculation	Campus
Skills	3. Conduct independent empirical research with scientific integrity	Students will complete and successfully defend a thesis or professional research article within two years of matriculation	Campus
Skills	4. Demonstrate advanced competencies in applying substantive sociological knowledge in critical thinking, analysis, and communication	Students will complete and successfully defend a thesis or professional research article within two years of matriculation	Campus
Professional	5. Prepare and produce documents professionally	Students will successfully complete sexual harassment training	Campus

Behavior	and ethically.	compliance within the first term of matriculation	
Professional Behavior		Students will successfully complete the training module in FERPA Basics within the first term of matriculation	Campus
Professional Behavior		Students will successfully complete the Institutional Review Board's required reading for all researchers within the first term of matriculation	Campus
Professional Behavior	6. Practice the role of the professional sociologist	Students will prepare a cv in the required first-semester ProSeminar	Campus
Professional Behavior		Students will successfully complete a research proposal in the required first-semester ProSeminar	Campus
Professional Behavior		Students will successfully complete a professional research presentation in the required first-semester ProSeminar	Campus

C. Research

The MA program prepares students for applied research in nonacademic settings and for admission into a rigorous doctoral program. We expect our students to develop theoretical proficiency, research competency, and professional expertise to conduct high quality empirical research.

Mentoring. Each member of the in-coming cohort receives, before he or she arrives at UF, a mentoring team comprised of a faculty mentor and graduate student peer mentor who work in her or his field of interest. Upon arrival, they meet with their mentors to discuss plans of studies and expected coursework for the first academic year. At the department orientation, each student receives a proposed schedule of coursework, qualifying examinations, and research projects for completing the degree on time. By the second semester, each student has selected a thesis or project advisor.

Curriculum. The curriculum provides students with required courses in research and professional development. The ProSeminar in the first semester guides students through UF policies, ethics in sociological research, scholarly writing, and review of program faculty research specialties. MA students are required to complete courses in research methods designed to provide basic competency in completing independent research. Students complete a course in Research Design that introduces multiple methodological techniques and experience in writing research proposals. There is a required integrated two-course sequence in quantitative methods and advanced statistics, and a basic course in qualitative methods. Students have the option of completing an advanced course in quantitative and/or qualitative methods.

Annual Review. Faculty established program benchmarks, remediation plans, and criteria for separating students from an ill-fitting program, all of which are clearly detailed in department documents, forms, and the website. Faculty meet to evaluate students' progress and accomplishments relative to program benchmarks and the performance of their admission cohort. Each student receives written documentation about their progress through the program and their professional development. Underperforming students receive an individualized improvement plan that specifies the criterion in need of improvement, strategies suggested to achieve that improvement and target dates for accomplishing the improvement.

Department Support. The department maintains computing hardware and software in a centralized workspace for students to complete quantitative and qualitative research programs. The department provides funds, to each graduate student who requests it, for travel to professional conferences. We actively support graduate student applications for travel monies through various mechanisms at UF.

D. Assessment Timeline

Program M.A. in Sociology

College of Liberal Arts and Sciences

Assessment	Assessment 1	Assessment 2	Assessment 3
SLOs			
Knowledge			
SLO 1	Thesis or MA project proposal defense	Thesis or MA project defense	
SLO 2	Thesis or MA project proposal defense	Thesis or MA project defense	
Skills			
SLO 3	Thesis or MA project proposal defense	Thesis or MA project defense	
SLO 4	Thesis or MA project proposal defense	Thesis or MA project defense	
Professional Behavior			
SLO 5	Complete sexual harassment training in 1 st semester	Complete training module in FERPA basics in 1 st semester	Complete IRB training in social science in 1 st semester
SLO 6	Prepare a cv in the ProSeminar in 1 st semester	Prepare a research proposal in the ProSeminar in the 1 st semester	Prepare and deliver a research presentation in ProSeminar in the 1 st semester

E. Assessment Cycle

Assessment Cycle for:

Program M.A. in Sociology College of Liberal Arts and Sciences

Analysis and Interpretation:

May-June

Program Modifications:

Completed by July 1

Dissemination:

Completed by August 1

Year	10-11	11-12	12-13	13-14	14-15	15-16
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SLOs						
Content Knowledge						
Theory			X	X	X	X
Methods			X	X	X	X
Specialty area			X	X	X	X
Skills						
Conducting independent empirical research			X	X	X	X
Applying substantive knowledge			X	X	X	X
Professional Behavior						
Understanding and applying professional ethics			X	X	X	X
Understanding and applying role of professional sociologist			X	X	X	X

F. Measurement Tools

Content knowledge and skills SLOs are measured with successful completion and oral defense of the thesis or MA project proposal, and the thesis or MA project. The MA chair and supervisory committee determine whether the proposal and thesis or MA project meet standards for passing. Successful defenses of proposals and thesis or MA project are measured by pass, conditional pass, or fail. Conditional passes require the student to rewrite the proposal, thesis or MA project.

Professional behavior SLOs are measured by the successful completion of on-line training programs at UF and successful completion of the ProSeminar. Students are required to print out the certificates of completion and the certificates are placed in their files. Students prepare a curriculum vita, a research proposal and a professional research oral presentation in the Proseminar, each of which is graded with an assignment-specific rubric.

SLOs are benchmarked as key events at specific times, and summarized in footnote 1 of the annual review rubric (see Appendix A). Progress through the program is first assessed by the committee chair in the 1st line of the Committee Chair’s Assessment section and then evaluated and rated by program faculty in the department rating section.

G. Assessment Oversight

Here, list the names and contact information of those who oversee the assessment process in your program. Add or delete rows as needed.

Name	Department Affiliation	Email Address	Phone Number
Barbara Zsembik, Assoc. Prof., Assoc. Chair, and Graduate Coordinator	Sociology and Criminology & Law	zsembik@ufl.edu	294-7190
Sheryl McIntosh, Program Assistant	Sociology and Criminology & Law	smcint@ufl.edu	294-7193

Appendix A. Rubric for Grading Proposals (SLO 4) in Joint Sociology and Criminology Professional Development Seminar Department of Sociology and Criminology & Law, University of Florida

Name of Student _ CCJ 6936/**SYA 7933 Proseminar**—Fall 2012--Lane
Grading Rubric—Proposal Methodology and Grid Draft
 Finalized Methodology = 10 points + Finalized Grid = 5 points: Total 15 points

Please note: This rubric indicates how the points will be scored for your finalized submission, to give you guidance as you revise. For the draft, this sheet tells you where you are deficient or ok. The draft grading will simply indicate where you need to improve for your final submission.

Substantive Sections	Total Points Possible for Final Submission (15)	Total Points Earned (For draft will note where deficient)
Methodology	7	
How will data be collected? (All must be DETAILED!)	-----	-----
Context (Description and why it's a good choice)	1.5	
Sample/Participants (Who included, how sampled, why?)	1.5	
Data collection procedures	1.5	
Variables of interest (IV/DV) or constructs of interest	2	
How will the data be analyzed?	.5	
Grid	5	
Research questions logically follow from literature review	1	
Methodological options logically follow from research questions	1	

Explanations make logical sense from questions/options	1	
Research questions list is comprehensive	2	
Format/Structure	3	
Headings and subheadings	1	
Polished, proofread (grammar, mistakes, sentence structure, misspellings, page numbers) (easy to read)	1	
Picked a reference style and consistently followed it (and include references list)	1	
	Total Points on Final Submission:	