



**Chaminade**  
**University**  
OF HONOLULU

## **ED 408 Course Syllabus**

3140 Waiialae Avenue - Honolulu, HI 96816

[www.chaminade.edu](http://www.chaminade.edu)

**Course Number:** ED 408

**Course Title:** Assessment

**College/School/Division:** School of Education and Behavioral Sciences

**Term:** Fall 2022

**Credits:** 3

**Instructor Name:** Professor Denise Dugan

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**Office Hours:** T.Th 1:00 – 2:00 pm and by appointment

### **University Course Catalog Description**

This course examines classroom assessment as a critical component in improving learning and instruction. The course provides educators with the knowledge, dispositions, and performance skills to design assessments which include the diverse needs of individual learners.

### **Conceptual Framework:**

The Education Division's Conceptual Framework is based upon a set of beliefs that flow from the University's vision and mission statements, the Division's vision and mission statements, and the core academic beliefs of Chaminade University. These values and beliefs are based on the Catholic Marianist principles; a commitment to mentor teacher and educational leader candidates to their fullest potential; a commitment to teaching, scholarship and research; and a commitment to serve the university and the larger community. This rigorous alignment is designed to prepare education professionals who demonstrate professional dispositions and empathy, content knowledge, and the pedagogical/leadership skills to work effectively work with a diverse community of learners.

### **Education Division Mission Statement:**

The Education Division's mission is to foster the development of knowledgeable, proficient, and reflective teachers and educational leaders. Our programs are based in the liberal arts tradition, Catholic Marianist values, current research, best practice, and professional standards. In this context we develop educators who demonstrate ethical, effective and culturally responsive practices, and a commitment to building a just and peaceful society.

### **Marianist Values**

1. Educate for formation in faith
2. Provide an integral quality education
3. Educate in family spirit
4. Educate for service, justice and peace
5. Educate for adaptation and change

While all five characteristics are present in this course, we will pay particular attention to "provide an integral, quality education". To provide a high quality education, teachers must ensure that students have met the learning objectives for each lesson. This course provides students with assessment strategies to check understanding and evaluate student progress. The diverse strategies for formative and summative assessment taught in this course prepare future teachers to meet the needs of their students and provide an integral, quality education.

### **Program Learning Outcomes**

1. Apply knowledge of learner development, learner differences, diverse students and the learning environment to optimize learning for Elementary students.

2. Describe central concepts, tools of inquiry and structures of the subject matter disciplines for Elementary students.
3. Utilize formative and summative assessments, to determine, select, and implement effective instructional strategies for Elementary students.
4. Analyze the history, values, commitments, and ethics of the teaching profession within the school community.
5. Explain the Marianist tradition of providing an integral, quality education within diverse learning communities.

### Course Learning Outcomes

1. Create content appropriate assessments that demonstrate knowledge and understanding of the characteristics, uses, advantages, and limitations of different types of assessments.
2. Modify and revise assessments for student learning needs.
3. Use formative and summative assessments to determine student understanding of each subject area.
4. Align assessments with instructional practice.
5. Use assessment and self-reflection to monitor and modify instructional approaches as needed.

### Alignment of Learning Outcomes:

	CLO 1	CLO 2	CLO 3	CLO 4	CLO 5
<b>Marianist Values</b>	2,4,5	2,4,5	2	2,4,5	2,4,5
<b>WASC Core Competencies</b>	1,2,4	4	1,2,4	1,2,4	4
<b>Program Learning Outcomes</b>	1,3	3	1,3	3	3

### Learning Materials

Modern Classroom Assessment by Bruce B. Frey, Los Angeles, CA: Sage Publications, Inc 2014  
 ISBN-13: 978-1452203492  
 ISBN-10: 9781452203492

How to Give Effective Feedback to Your Students by Susan Brookhart Alexandria, VA: ASCD 2<sup>nd</sup> Edition  
 ISBN-13: 978-1416623069  
 ISBN-10: 141662306X

### Course Website:

This course can be accessed through your Canvas dashboard at <https://chaminade.instructure.com/courses/20766>

### Assessment:

Assessment	Max Points
Assignments	70%
Communities of Practice	10%
Assessment Tasks 1-4	10%
Unit Plan Concept	10%
<b>Total</b>	<b>100</b>

May be subject to change based on the dynamics of current events. Late assignments submitted one-day late will receive a 10% deduction and two-days late with a 25% deduction. No late assignments will be accepted after. If there is an emergency, make sure to contact me before the due date of an assignment. No work will be accepted after the last day of the course.

Letter grades are given in all courses except those conducted on a credit/no credit basis. Grades are calculated from the student's daily work, class participation, quizzes, tests, term papers, reports and the final examination. They are interpreted as follows:

- A Outstanding scholarship and an unusual degree of intellectual initiative
- B Superior work done in a consistent and intellectual manner
- C Average grade indicating a competent grasp of subject matter
- D Inferior work of the lowest passing grade, not satisfactory for fulfillment of prerequisite course work
- F Failed to grasp the minimum subject matter; no credit given

In this course, letter grades are defined as follows:

**Grading scale**

100-90%	A
89-80%	B
79-70%	C
69-60%	D
59-0%	F

**Schedule**

<b>Week</b>	<b>Topic</b>	<b>Tasks</b>
1 8/22 – 8/28	<b>-Student Introduction &amp; Course Plan</b>	
2 8/29 – 9/4	<b>-Modern Assessment Methods</b>	*Read Chapter 1 & 2 of Modern Classroom Assessment -Lecture Notes/ Reading Response
3 9/5 – 9/11	<b>-Basic Assessment Strategy</b>	*Read Chapter 3 of Modern Classroom Assessment -Lecture Notes/ Discussion
4 9/12 – 9/18	<b>-Writing Objectives</b>	*Read Example Student Work Packet -Create Learning Objectives
5 9/19 – 9/25	<b>-Formative and Summative Assessments</b>	*Read Chapter 4 of MCA & The Bridge Between Today's Lesson and Tomorrow's -Reading Responses
6 9/26 – 10/2	<b>-Modern Classroom Assessment</b>	*Read Chapter 5 of MCA & Creating Formative & Summative Assessment -Reading response/ Create formative and summative assessments
7 10/3 – 10/9	<b>-Constructed Response &amp; Performance Based Assessments</b>	*Read Chapter 6 of MCA & Writing or Selecting Effective Rubrics -Reading responses

<b>Week</b>	<b>Topic</b>	<b>Tasks</b>
8 10/10 – 10/16	<b>-Modern Classroom Assessment</b>	*Read Chapter 7 & An Assessment Toolkit & The First Step -Reading responses
9 10/17 – 10/23	<b>-Authentic Assessment: Universal Test Design, Accommodations, and Feedback</b>	*Read Chapter 8 of MCA & Examples of Authentic Assessment -Reading responses
10 10/24 – 10/30	<b>-Modern Classroom Assessment</b>	*Read Chapters 9 & 10 of MCA and How to Give Effective Feedback Chapters 1 & 2 -Reading responses
11 10/31 – 11/6	<b>-Feedback- Written and Oral Feedback</b>	*Read Homework & Student Feedback & How to Give Effective Feedback Chapters 3& 4 -Reading responses
12 11/7 – 11/13	<b>-Strategies for Providing Meaningful Feedback.</b>	*Read Strategies for Providing Meaningful Feedback -Reading Response, Assessment Task 2
13 11/14 – 11/20	<b>-Experiential Learning Activity</b>	*Read How to Give Effective Feedback Ch 5 & 6 -Assessment Tasks 3 & 4
14 11/21-11/27	<b>-Checklist and Rating Scales</b>	*Read Checklist & Rating Scales & How to Give Effective Feedback, Ch 8 -Reading responses
15 11/28-12/4	<b>-Reflection &amp; Assessment Project</b>	*No Reading -Assessment Project & Course Reflection
16 12/5-12/9	<b>-Finals Week</b>	

May be subject to change based on the dynamics of current events.

### **Student Responsibilities**

- It is important for you to bring the textbook to each class and to keep up with the assigned readings/course material.
- Professional behavior is expected in and beyond our class environment.
- Appropriate, meaningful technology such as tablets and laptops may be used through my facilitation during class. Laptops and tablets should not be misused, such as checking distracting websites. Use your best judgment and please respect my time and your classmates. Cellphones/Smartphones should be placed on silent and please answer messages after class. Continued inappropriate usage of electronic devices will result in deduction of participation points.

### **Online Course Guidelines**

- Our main online learning management system (LMS) platform utilizes Canvas. Please make sure to review the Student Tutorial located on your course dashboard regarding instructions on accessing and submitting materials and assignments. Also, if you have any questions, please make sure to contact me and I can assist you on navigating the course. We will also utilize Zoom or a similar platform for live online class sessions if the need arises.

- Netiquette Guidelines: Students should communicate with each other using the same common courtesy, politeness, and appropriate online behaviors as we would in a face-to-face environment: a) Respect the opinions of others and their right to disagree; b) Keep replies and comments focused on the relevant topic; d) Post discussions and assignments in a timely fashion so that others can have sufficient time to review and reply.

### **Writing Standards**

All work submitted by Chaminade University students must meet the following writing standards. Written assignments should:

1. Use correctly the grammar, spelling, punctuation, and sentence structure of Standard Written English.
2. Develop ideas, themes, and main points coherently and concisely.
3. Adopt modes and styles appropriate to their purpose and audience.
4. Be clear, complete, and effective.
5. Carefully analyze and synthesize material and ideas borrowed from sources. In addition, the sources of the borrowed material should be correctly acknowledged to avoid plagiarism (see Plagiarism).

### **One-on-One Tutoring**

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua 'Ike: Center for Student Learning in a variety of subjects (including, but are not limited to: biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check Kōkua 'Ike's website (<https://chaminade.edu/advising/kokua-ike/>) for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click Account – Notifications – TutorMe. For more information, please contact Kōkua 'Ike at [tutoring@chaminade.edu](mailto:tutoring@chaminade.edu) or 808-739-8305.

### **Academic Honesty**

Violations of the Honor Code are serious. They harm other students, your professor, and the integrity of the University. Alleged violations will be referred to the Office of Judicial Affairs. If found guilty of plagiarism, a student might receive a range of penalties, including failure of an assignment, failure of an assignment and withholding of the final course grade until a paper is turned in on the topic of plagiarism, failure of the course, or suspension from the University.

Violations of Academic Integrity: Violations of the principle include, but are not limited to:

- Cheating: Intentionally using or attempting to use unauthorized materials, information, notes, study aids, or other devices in any academic exercise.
- Fabrication and Falsification: Intentional and unauthorized alteration or invention of any information or citation in an academic exercise. Falsification is a matter of inventing or counterfeiting information for use in any academic exercise.
- Multiple Submissions: The submission of substantial portions of the same academic work for credit (including oral reports) more than once without authorization.
- Plagiarism: Intentionally or knowingly presenting the work of another as one's own (i.e., without proper acknowledgment of the source).
- Abuse of Academic Materials: Intentionally or knowingly destroying, stealing, or making inaccessible library or other academic resource materials.
- Complicity in Academic Dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.

Plagiarism includes, but is not limited to:

- Copying or borrowing liberally from someone else's work without his/her knowledge or permission; or with his/her knowledge or permission and turning it in as your own work.
- Copying of someone else's exam or paper.
- Allowing someone to turn in your work as his or her own.
- Not providing adequate references for cited work.

- Copying and pasting large quotes or passages without properly citing them.

### **Academic Conduct Policy**

From the Undergraduate Academic Catalog:

Any community must have a set of rules and standards of conduct by which it operates. At Chaminade, these standards are outlined so as to reflect both the Catholic, Marianist values of the institution and to honor and respect students as responsible adults. All alleged violations of the community standards are handled through an established student conduct process, outlined in the Student Handbook, and operated within the guidelines set to honor both students' rights and campus values.

Students should conduct themselves in a manner that reflects the ideals of the University. This includes knowing and respecting the intent of rules, regulations, and/or policies presented in the Student Handbook, and realizing that students are subject to the University's jurisdiction from the time of their admission until their enrollment has been formally terminated. Please refer to the Student Handbook for more details. A copy of the Student Handbook is available on the Chaminade website.

For further information, please refer to the Student Handbook.

### **Title IX Compliance**

Chaminade University of Honolulu recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. If you or someone you know has been harassed or assaulted, you can find the appropriate resources by visiting Campus Ministry, the Dean of Students Office, the Counseling Center, or the Office for Compliance and Personnel Services.

### **Disability Access**

The University is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students who need accommodations must be registered with Student Disability Services. Students with special needs who meet criteria for the Americans with Disabilities Act (ADA) provisions must provide written documentation of the need for accommodations to Kokua Ike: Center for Student Learning by the end of week three of the class, in order for the instructor to plan accordingly. Failure to provide written documentation will prevent your instructor from making the necessary accommodations. If you would like to determine if you meet the criteria for accommodations, contact [ada@chaminade.edu](mailto:ada@chaminade.edu).

### **Attendance Policy**

As stated in the Chaminade University Catalog, students are expected to attend all classes for courses in which they are registered. Student should notify their instructors when illness or other extenuating circumstances prevents them from attending class and make arrangements to complete missed assignments. Not meeting the attendance requirements may result in lowering of the grade, withdrawal from the course, or failing the course.

#### **1. Excused Absences.**

Since it is expected that students will participate in all class sessions, excused absences are only granted in exceptional situations where evidence is provided by the student to the instructor. Students should notify their instructors when a situation prevents them from attending class and make arrangements to complete missed assignments. While notification of the instructor by a student that he/she will be absent is courteous, it does not necessarily mean the absence will be excused.

In cases where excused absences constitute a significant portion of a course's meetings (e.g., more than 20% of on-ground course meetings, or a significant portion of online or hybrid courses), the instructor

should refer the case to the Dean with a recommendation on how the case should be handled (e.g., withdrawal or incomplete).

## 2. Unexcused Absences.

Chaminade University student policy states that in cases where unexcused absences are equivalent to more than a week of classes, the instructor has the option of lowering the grade.