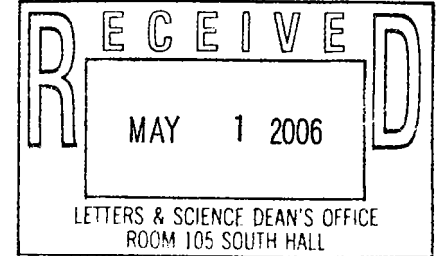


DEPARTMENT OF SLAVIC LANGUAGES AND LITERATURE

College of Letters & Science
University of Wisconsin-Madison



April 28, 2006

TO: Gary Sandefur, Dean
Elaine Klein, Assistant Dean
Letters & Science
307E South Hall

FROM: Judith Deutsch Kornblatt, Chair

A handwritten signature in black ink, appearing to be "JDK".

RE: **PROGRAM ASSESSMENT PLAN**
(updated 2006)

The Department of Slavic Languages and Literatures regularly provides instruction for undergraduate and graduate students in Russian, Polish, Serbo-Croatian, and Czech language, literature and culture. We occasionally offer courses in other Slavic languages and cultures as well, and cross-list a number of our courses in other programs, including Literature-in-Translation, Folklore, Jewish Studies, Women's Studies, Theatre & Drama, and Religious Studies. These courses are open to all university students, whether majoring in one of our programs, fulfilling general education requirements (including language requirements), pursuing personal interests, or satisfying requirements in other degree or certificate programs (see <http://slavic.lss.wisc.edu/>).

Please note that the assessment plan for our undergraduate Russian program is the most elaborate, developed over a number of years by Professor Ben Rifkin and in conjunction with his research program in SLA and his previous role as Director of the Russian Language School at Middlebury College. The assessment tools were largely web-based and linked to technology support at Middlebury. Because Professor Rifkin has since left his positions at both Middlebury and the UW-Madison, we are in the process of further revising our assessment plan to de-couple it from the Middlebury system.

The following plan includes assessment plans for all of our major degrees:

1. **BA/BS in Russian**
2. **BA/BS in Polish**
3. **MA/PhD in Slavic Languages and Literature**

1. ASSESSMENT OF BA/BS in Russian

Introduction

We offer three tracks for our BA/BS in Russian: Russian Language and Literature; Russian Language and Civilization; and Russian for Native Speakers. See <http://slavic.lss.wisc.edu/information/russianrequirements.htm> for specific requirements for each track. In assessing the program, the Department engages in a number of ongoing activities, including records of grades in all its courses, student evaluations of courses and faculty, and so forth. In addition, it assesses its undergraduate major in Russian each Spring through testing at all 4 levels of language training offered; it administers a capstone questionnaire for all students in Slavic 322 (the final semester of our major sequence); and sends a follow-up questionnaire to graduates with a BA/BS in Russian. The data produced by the assessment measures described below are intended to provide the Department with information about successes and about needs for change; it is not intended to evaluate individual students, teaching assistants or faculty.

In 1993, the Department adopted a set of language proficiency goals for students in our undergraduate Russian program. We have not had occasion to alter those goals, although we recognize that without significant in-country experience, it is very difficult for students to achieve a level of fluency above Intermediate-Mid or High on the ACTFL (American Council of the Teaching of Foreign Languages) scale. Because of this, we encourage all of our majors to participate in a study abroad program in Russia.

SL102 (end of 2nd-semester Russian): Sentence-length written and spoken discourse on predictable topics, necessary for survival in the target language culture. Students learn to manage successfully a number of uncomplicated communicative tasks in straightforward social situations such as providing basic personal information, describing basic objects, expressing preferences and immediate needs.

SL204 (end of 4th-semester Russian): Sentence-length written and spoken discourse on topics related to the student (interests, opinions); Goals for listening and reading focused on skimming (gisting) of texts and scanning (for particular details); students encouraged to take linguistic risks for the sake of creative use of the language and to discuss learning strategies and language processing strategies.

SL276 (end of 6th-semester Russian): Paragraph-length written and spoken discourse on topics beyond the student him/herself; reading and listening with some textual analysis and recognition of irony.

SL322 (end of 8th-semester Russian): Extended (essay-length) written and spoken discourse on topics beyond the student him/herself; listening and reading for detailed textual analysis.

Instruments and Methods of Assessment

Each fall, all students in all levels take a lexical exam based on a universal minimal vocabulary for learners of Russian. This test is designed to measure lexical loss over the summer, i.e., the degree to which students lose vocabulary between the end of the spring semester and the beginning of the fall semester.

In the spring semester, students in first-, second-, third-, and fourth-year Russian take a battery of language exams specifically designed for the purposes of assessing the language program:

- A random sampling of students in all levels participate in oral proficiency interviews.
- Students in second- through fourth-year Russian take tests measuring their grammatical and syntactical competency.
- Students in fourth-year Russian submit samples of their written work for a portfolio maintained by the Slavic Department
- Students in fourth-year Russian complete a survey, answering questions about their own sense of their Russian-language progress at UW-Madison and their satisfaction with the Russian major. A separate survey is sent to alumni of the major three years after graduation (see Appendices 1 and 2.)

Yearly Assessment Report

Every summer the Russian Language Program Director reviews the data collected in the manner described above and submits a report to the College and the Department, including:

- * Enrollment Patterns and Number of Majors, including information on students studying abroad in Russia;
- * List of Awards and Citations earned by our undergraduate majors over the year;
- * Presentation and Analysis of Data collected: Communicative Competence (based on OPIs); Grammatical Competence; Lexical Competence; and Listening or Reading Competence (in alternating years);
- * Discussion of Portfolio Samples of Work of 4th-year students;
- * Discussion of Survey of Graduating Seniors and of Follow-up Survey;
- * Plans for changes in curriculum or pedagogy if the assessment measures indicated that problems exist or changes are needed.
- * Plans for changes in the measures or methods of assessment used, if necessary.

2. ASSESSMENT OF BA/BS IN POLISH

Introduction

The Polish program at UW-Madison is the oldest B.A.-granting Polish program in the United States. It was established by an act of the state legislature as the Department of Polish in 1935. In 1942, it was expanded into the Department of Slavic Languages and Literature.

The B.A. major in Polish was updated and revitalized in the fall of 2001. Students are required to take: 9 credits in the Polish language beyond Slavic 208 (Fourth Semester Polish); 6 credits in Polish literature taught in translation; 3 credits in Polish literature taught in Polish; 6 credits in Polish and East European Culture and Area Studies. See <http://slavic.lss.wisc.edu/polish1.htm> for more information.

We recognize that it is difficult for students who are not heritage speakers to achieve an advanced level of proficiency in Polish. As a result, we encourage our Polish majors to go on study abroad to Poland. They typically go on the UW-Stevens Point or the Kosciuszko Foundation semester- or year-long programs at the Jagiellonian University in Krakow or on the UW-Milwaukee summer program at the Catholic University in Lublin.

Instruments and Methods of Assessment

The main assessment of Polish majors takes place in SL 302 (Polish literature taught in Polish) since it is typically the last course they take as Polish majors. As of Spring 2006, two written exams in Polish were introduced in SL 302 to assess the Polish majors' proficiency in grammar, vocabulary, and stylistic usage.

Yearly Assessment Report

Every summer the Chair of the Department, in consultation with the Polish faculty and instructors, submits a report to the Dean of the College, together with the Russian major report. This report includes summary information about the assessment, and plans, if any, for changes in the major.

3. ASSESSMENT OF MA/PHD IN SLAVIC LANGUAGES AND LITERATURE

Introduction

The Department of Slavic Languages and Literature at the University of Wisconsin-Madison granted its first MA in 1950 and its first PhD in 1961. We have since become one of the nation's leading doctoral programs in Russian literature, with our graduates filling positions in undergraduate and graduate programs throughout the country and the world. Students who are making satisfactory progress and who have fulfilled the necessary requirements will have the MA degree conferred on request and can be admitted to the PhD program after approval by the faculty. The program leading to the PhD in Slavic Languages and Literature with Russian concentration requires 54 graduate-level credits including 27 credits earned for the MA. We currently do not recruit students for a terminal MA, nor for the concentration in Linguistics. Students are encouraged to complete their minor in Polish or Serbo-Croatian, and all PhD candidates must complete a preliminary examination in Polish, Serbo-Croatian, or Czech literature.

Instruments and Methods of Assessment

The Slavic Department does intensive informal and formal assessment of all graduate students at every stage of their graduate careers, as described below. These assessments are reviewed by the faculty and staff at regular intervals, and guarantee that we maintain the academic excellence of our students and of the program itself. The entire faculty gets to know the students well because of the small size of our classes. All incoming students are assigned to our Graduate Advisor, with whom they meet once a semester to plan their courses and assess satisfactory progress. Once a student begins the preliminary examination period, s/he chooses an advisor for the dissertation, and together the two select the remaining members of the PhD committee. Nonetheless, all Russian literature faculty members on campus read the prelims and participate in the oral examination, including the faculty member who supervised the second Slavic language/literature of the student. In addition, all our students serve as teaching assistants and sometimes as projects assistants in the Department, supervised closely by one of our faculty members. The graduate students have offices on the same floor as the professors, and attend the same lectures and present at the same conferences as their professors. Students work closely for three to six years with their dissertation advisors and other members of their dissertation committee. In addition, each Fall we invite back to campus at least two former students (one who has continued in academia and one who has taken a different professional path) to meet graduate students and participate in an annual conference. In this way, we maintain contact with our graduates, and add to the professional development of our current students. Formal assessment tools include:

* Interruption/Completion questionnaires: Any graduate student who requests a leave of absence, who leaves the program before conferral of the PhD, or who deposits a dissertation with the Graduate School is asked to complete a questionnaire assessing the program (see appendices 3 and 4). These questionnaires are reviewed by the Department and kept on file in the departmental office;

* Russian Language Competency Exams: All graduate students must pass three out of five competency examinations in Russian (listening, reading, speaking, writing and grammar) before the warrant for the MA may be requested, and all five by the beginning of the fifth semester of residence. The Language Program Director is responsible for administering and grading the exams, and reporting on the results to the Department. Tests are based on proficiency guidelines developed by the American Council on the Teaching of Foreign Languages (ACTFL); student must demonstrate advanced level skills in order to pass. Proficiency in Russian is one factor used in the determination of teaching assignments.

* MA Gateway Exercise: Discussion of the progress of continuing graduate students completing the master's degree that semester occurs at the October and March faculty meetings, initiated by the graduate advisor and supported by copies of grade reports and annual letters written to each student, along with other relevant documents. Academic progress to date, teaching experience, language skills, and potential for successful research in the field and eventual job placement in an academic setting are considered. Any student who receives at least one vote by an Executive Committee member in support of continuation toward the Ph.D. will be encouraged to fulfill remaining course and credit requirements (including courses toward the Ph.D. minor, seminars, and other required courses) and continue forward to preliminary examinations and the writing and defense of a dissertation.

* PhD Preliminary Examinations: No later than the eighth semester of residence, students must pass written examinations comprised of four parts, offered each October and February. The written exams are followed at the end of the semester by an oral exam and a dissertation proposal defense.

* Yearly progress reports: The Graduate Advisor (GA) monitors the satisfactory progress of all pre-dissertators, reviewing each student's file, including maintenance of the "MA and Ph.D Degree Worksheet" (see appendix 5). This worksheet lists dates and outcomes for all requirements, including courses, minor, Russian Proficiency exams, French or German Reading Knowledge, warrants, prelims, dissertation committee, and degrees. The GA is responsible for soliciting comments from all faculty and staff members who have taught or supervised pre-dissertators, and compiles a letter on satisfactory progress to the student in the late spring of each year (see appendix 6).

* Yearly letters to dissertators: Dissertation advisors are responsible for writing a letter each spring assessing satisfactory progress of their advisees. A copy is kept in the student's file.

Yearly Assessment Report to College

The Department files a yearly assessment report to Letters & Science including data on the incoming graduate class, the degrees granted, and the post-graduation plans and accomplishments of our students. The report also summarizes results of the assessments of current student progress, as outlined above.

ASSESSMENT OF THE MAJOR IN RUSSIAN

Please reflect on your experience as a major in Russian and answer the following questions. *Do not put your name on this survey.*

A. Language Courses (Slavic 101/102, 203/204, 275/276, 315/316, 321/322)

1. How confident do you feel about your ability to communicate with Russians in Russian in speech and writing?

2. How confident do you feel about your ability to understand spoken Russian?

3. How confident do you feel about your ability to understand written Russian?

4. Has your study of Russian had an impact on your understanding of the structure of English or on your listening or reading skills in your native language?

B. Study Abroad

5. Did you study abroad? If so, on what program? Were you satisfied with your experience in the study abroad program? Did your studies in the Slavic Department at UW-Madison prepare you well for your study abroad experience? Did your study abroad experience prepare you well to continue your studies in Russian at UW-Madison?

C. Culture Courses (Literature in Translation 233 or 234)

6. Did the culture course (listed above) improve your understanding of Russia and its culture in the context of global cultures?

D. Literature or Area Studies Courses

Please put an X next to your major track and answer the corresponding questions:

Russian Language and Literature _____ (Answer question 7, then skip to question 12)

Russian for Native Speakers _____ (Answer question 7, then skip to question 12)

Russian Language and Civilization _____ (Answer questions 8 –11, 12-15)

7. **For students majoring in Russian Language and Literature or Russian for Native Speakers ONLY.** Consider your experiences in Literature in Translation 203-204 and the 400-level Russian literature courses you have taken for this major. Did these courses improve your ability to analyze literary texts and write analytical papers? (After you answer this question, skip to questions 12-15.)

Questions 8-11: For students majoring in Russian Language and Civilization only. Consider your experiences in Slavic 253 and the other area studies courses you took.

8. Did Slavic 253 provide you with a good preparation to study Russia from a variety of disciplinary perspectives?
9. Did you take your other area studies courses in Madison or while on study abroad?

10. If you took some or all of your other area studies courses at Madison, did you feel well prepared to use Russian as a research language for the papers you had to write for this requirement? Did the courses you took at Madison in area studies help you better understand Russia in its geographic, political, historic, anthropological, or economic context?

11. If you took your some or all of your area studies courses abroad, did you find yourself well prepared to understand and use Russian in these area studies courses? Did these courses contribute to your understanding of Russia in its geographic, political, historic, anthropological, or economic context?

E. Overall Evaluation of the Major

12. How do you evaluate – overall – your undergraduate major in Russian? Was the advising you got from your Russian advisor helpful for you?

13. What are your goals beyond the BA? How do you expect to find that your Russian major has helped you achieve goals after you graduate?

14. If you could change anything about the Russian major, what would you want to change?

15. Please note here any other comments you have about the major in Russian.

Survey of Students Three Years after the Bachelor's Degree in Russian

Reflections on your experience as a Russian major at UW-Madison

As part of the process of assessing the effectiveness of the Russian major, we are asking alumni to reflect on their experiences in the major. These questions are intended to help us understand the major as a whole.

1. Did you participate in study abroad in Russia while an undergraduate at UW-Madison? If so, for a semester or a year? In what city (Moscow, St. Petersburg, or Vladimir)?
2. How did you feel about your Russian language skills at the time you graduated from UW-Madison?
3. Have you continued to use the Russian language skills you acquired at UW-Madison? If so, how?
4. Did your study of Russian significantly affect your appreciation for the diversity of world cultures? If so, how?
5. Did your study of Russian at UW-Madison have a significant impact on your speaking, reading, listening, and/or writing skills in English or any other language? If so, how?
6. Did your study of Russian at UW-Madison have a significant impact on your life after you graduated? If so, in what way or ways?
7. Overall, how do you evaluate your Russian-language education at UW-Madison (including study abroad)?
8. Do you have any other comments about your experience in the Slavic Department at UW-Madison you'd like to share with us?

THE UNIVERSITY OF WISCONSIN

Department of Slavic Languages and Literature

1432 Van Hise Hall/1220 Linden Drive

Madison, WI 53706

608-262-3498

FAX 608-265-2814

**GRADUATE PROGRAM ASSESSMENT
PHD RECIPIENT**

Dear Slavic Department Ph.D. Graduate:

In an ongoing effort to assess and improve our graduate program, we ask that you take several minutes to complete the following questions. Please return this form to the departmental secretary before you leave Madison or mail it in as soon as possible thereafter. In addition, in order that we might stay in touch with you (and send a followup questionnaire), we would appreciate receiving any change of address notices in the coming years. And please send news of accomplishments, professional and personal developments, etc., and visit if you are in the neighborhood. We look forward to a continuing relationship. Thank you for your cooperation.

Date: _____

Name: _____

Address after graduation: _____

Employment after graduation: _____

If this is an academic job, is it visiting, tenure-track, other?: _____

If this is not an academic job, what are your future plans with your degree?: _____

Please indicate below how well the graduate program at the University of Wisconsin-Madison prepared you for your future positions, in or outside of academia. You may consider coursework, instructors, advising, preliminary examination structure, the dissertator experience, teacher training and teaching experiences, other financial support, professional mentoring, general atmosphere, and any other issues. Feel free to attach an extra sheet.

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Department of Slavic Languages and Literature
1432 Van Hise Hall/1220 Linden Drive
Madison, WI 53706

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**GRADUATE PROGRAM ASSESSMENT
(LEAVE OF ABSENCE OR TERMINATION)**

Dear Graduate Student:

In an ongoing effort to assess and improve our graduate program, we ask that you take several minutes to complete the following questions. Please return this form to the departmental secretary before you leave Madison or mail it in as soon as possible thereafter. In addition, in order that we might stay in touch with you, we would appreciate receiving any change of address notices in the coming years. Thank you for your cooperation, and we wish you luck in the coming years.

Date: _____

Name: _____

Permanent Address: _____

Do you plan to return to graduate school in the future? _____

At the University of Wisconsin? _____

Elsewhere? Where? _____

Please indicate below the reasons that you are leaving our program. We understand that you may have both personal and professional reasons for not continuing your graduate studies at this program, whether temporarily or permanently.

Please indicate below what you found to be the strengths and weaknesses of the graduate program at the University of Wisconsin-Madison.

**MA and Ph.D Degree Worksheets
Slavic Languages and Literature**

Name: _____ ID# _____

MA: 27 credits minimum

Ph.D: 54 credits minimum including Minor

<u>Literature</u> (three 700-level courses for MA)	<u>Sem.</u>	<u>Grade</u>	<u>Credit</u>
Slavic 700 – Slavic Critical Theory & Practice	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

<u>Linguistics</u> (704 and 706 required for MA)	<u>Sem.</u>	<u>Grade</u>	<u>Credit</u>
Slavic 704 - The Structure of Russian	_____	_____	_____
Slavic 705 - Intro to Slavic Linguistics	_____	_____	_____
Slavic 706 - Old Church Slavic	_____	_____	_____

<u>Seminars</u> (one 900-level for MA, three for Ph.D)	<u>Sem.</u>	<u>Grade</u>	<u>Credit</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

<u>Pedagogy</u> (818 required for MA)	<u>Sem.</u>	<u>Grade</u>	<u>Credit</u>
Slavic 818 - Methods of Teaching Russian	_____	_____	_____
Slavic 820 - College Teaching of Russian	_____	_____	_____

<u>Two additional 300-700 level courses for MA in:</u>	<u>Sem.</u>	<u>Grade</u>	<u>Credit</u>
a) Russian or Slavic Literature	_____	_____	_____
b) Slavic 301 or 302, Slavic 351 or 352, Slavic 341 or 342	_____	_____	_____
c) Russian Linguistics	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Minor Credits _____

TOTAL: _____

MA Exam Required (for transfers with MA elsewhere, or unsatisfactory progress)

Yes _____ No _____ Passed (date) _____

Russian Proficiency (pass date): Grammar: _____ Listening: _____
Reading: _____ Speaking: _____ Writing Informal: _____
Writing Formal: _____

Registered with Graduate School Date _____

Warrant Obtained Date _____

MA Degree Conferred Date _____

Ph.D

French _____ or German _____ Reading Knowledge: Date _____

Second Slavic Language _____

Ph.D Minor Agreement: Minor _____ Date _____

Option A _____ (10 credits - one department)

Option B _____ (10 credits - two or more departments)

Prelims:

Old Church and 18th Cent. Date _____

19th Century Date _____

20th Century Date _____

Other Slavic Language Date _____

Oral Prelim - Defense of Dissertation Proposal Date _____

Dissertation Committee (Two readers, two non-readers)

Advisor: _____

Outside: _____

Dissertation Title:

Ph.D Final Oral Committee Approval Form Date _____
(minimum three weeks before defense)

Dissertation Defense Date _____

Ph.D Degree Conferred Date _____

UNIVERSITY OF WISCONSIN-MADISON
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September 15, 2005

Dear [redacted],

As indicated in the departmental Guide to Graduate Study, graduate students in our department are evaluated each spring to determine whether they are making satisfactory progress in the program as a whole. Criteria include not only final grades, but also broader instructor assessment of class performance, language skills, and performance in assigned duties as project or teaching assistant, reader, hourly worker, or other capacities. All faculty members provide input for those students with whom they have worked throughout the year.

I have received the following comments about your performance:

Please see the attached.

Areas of concern include:

None.

GPA (2004-05 academic year): 4.00

Incompletes: None.

Russian proficiency tests remaining: None.

Your progress has been determined to be satisfactory: YES NO

Please feel free to contact me if you have questions about this report.

Sincerely,

Halina Filipowicz

Halina Filipowicz
Professor and Graduate Advisor