ASU Outcomes Assessment System Documenting Institutional Effectiveness

Office of Institutional Planning, Research & Assessment

Athens State University

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ATHENS STATE
UNIVERSITY

SACS 2011:
Will We Be **Ready** To…

- Document compliance with:
  - 12 core requirements?
  - 10 comprehensive standards (53 requirements)?
  - 8 federal requirements?
- You got it…
  - **73 different requirements in all!!!**

SACS 2011:
Will We Be A**ble** To…

- **Show** 3 years of consistent, valid, and reliable assessment data (2007-08; 2008-09; 2009-10)?

- **Document** the use of assessment data in planning and decision-making at all levels?

- **Launch** a document control and Web-based tracking system that makes all required and supporting information available to SACS?

What We Face…

- Compartmentalized and inconsistent assessment data across the board
- No clear evidence that the University conducts periodic assessments *(Master Plan)*
- No clear evidence that outcomes assessment **IS** the foundation for decision-making at all levels
  - "Closing the Loop" Statements
  - Continuous Improvement Process

Bottom Line…

The **Problem**: Current inability to document our institutional effectiveness

The **Solution**: A university-wide coordinated and systematic assessment process that documents what we are already doing…
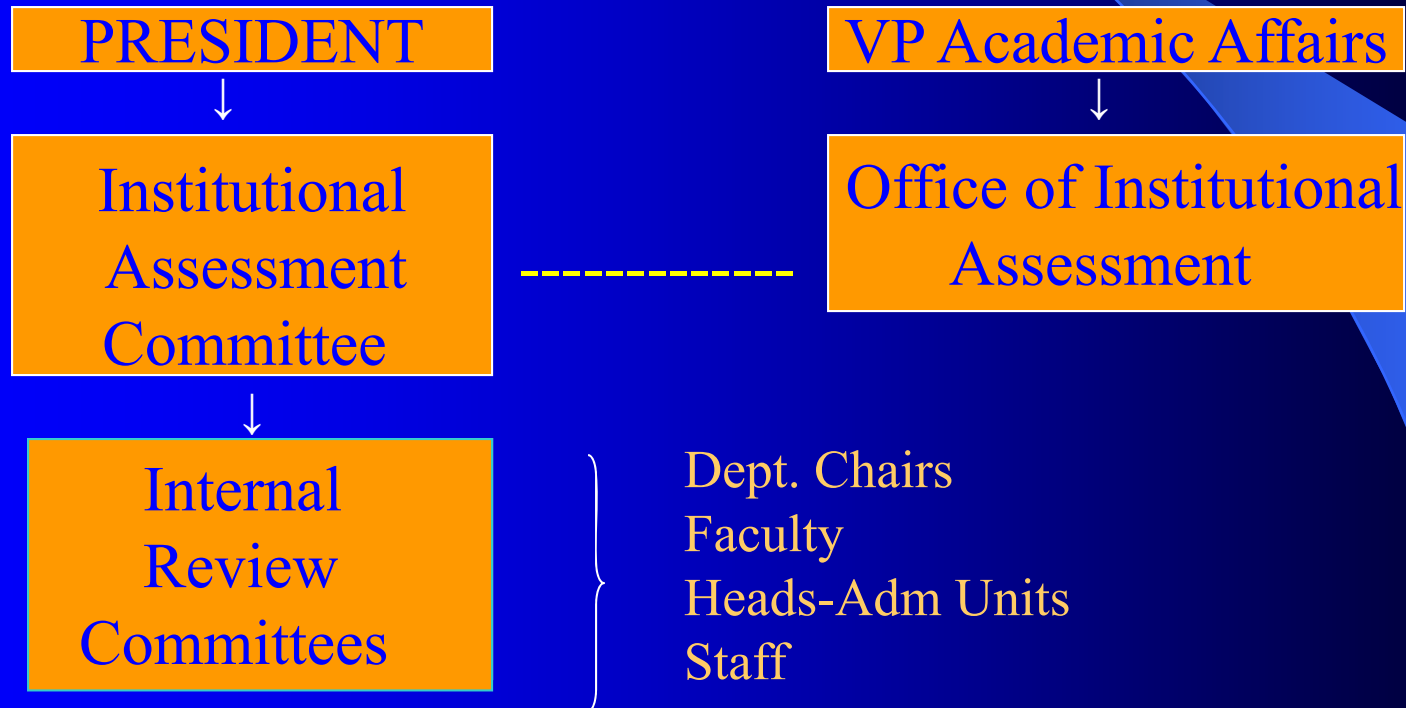
- **"Building Success Stories"**

ASU Outcomes Assessment System Outline

- Institutional Effectiveness at ASU

- ASU Assessment Organization

- Annual Assessment Cycle/Submissions and Reviews (Phase I, II, & III)

- ASU Online Assessment Tracking System

  - Electronic submissions
  - Institutional Effectiveness Website
  - Continuous Quality Improvement

Institutional Effectiveness at ASU

- IE documentation process established in 2006 in response to SACS concerns (2000) and preparation for Reaffirmation (2011)
  - President approved the **ASU Institutional Outcomes Assessment Policy** in January 2007
  - All academic programs and administrative units are required to conduct and document assessment annually

ASU Assessment Organization

PRESIDENT	VP Academic Affairs
↓	↓
Institutional Assessment Committee	**Office of Institutional Assessment**

Institutional Assessment Committee --------------- Office of Institutional Assessment

↓

Internal Review Committees

Dept. Chairs
Faculty
Heads-Adm Units
Staff

Institutional Assessment Committee (IAC)

- Appointed by the President to a 3-yr term
- Composition: 8 members
  - 3 Faculty (one from each College)
  - 2 staff from Student Services
  - 2 staff from IT (academic and administrative support)
  - 1 staff from the Library
  - Ex-Officio: Coordinator IA and SACS Accrediting Liaison Officer

Internal Review Committees (IRC)

- Non-structured group of faculty/staff at the academic department/administrative unit level at the discretion of the Deans/VPs

- Support assessment process in unit
  - Determine goals/objectives /outcomes
  - Complete and submit AAP/AAR
  - Internal review and approval process
  - Enter documentation into the ASU Online Assessment Tracking System

Office Institutional Planning, Research & Assessment

- Established in 2006-reporting to VP-AA

- Coordinates and supports the assessment and strategic planning process

- Provides technical assistance: performance evaluation, survey design and analysis, environmental scanning, special studies, and data quality control

ASU Annual Assessment Cycle (Parallel Approach)

2007-08 Assessment Year

Plan	Measure	Act
2006-07	2007-08	**2008**-09

2008-09 Assessment Year

Plan	Measure	Act
2007-08	**2008**-09	**2009**-10

2009-10 Assessment Year

Plan	Measure	Act
2008-09	**2009**-10	**2010**-11

ASU Annual Assessment Cycle

Phase I Spring Semester	Phase II t/o Academic Year	Phase III Early Fall Semester
● Academic departments and administrative units submit **AAP** ● Deadline: **April 15th** (for next academic yr.)	● Academic departments and administrative units implement **AAP**. ● Collect data ● Analyze results	● Academic departments and administrative units submit **AAR** ● Deadline: **Sept 15th** **(for previous academic yr)**

Phase I: AAP Submission & Review

Jan: OIA sends AAP Guidelines, Checklist, and Templates to College Deans and VPs for distribution

Feb: Chairs, Faculty, and Administrative Heads formulate objectives, expected outcomes, & assessment methods

Mar: Chairs/Head Staff (or designees) write the dept/unit AAP and submit to Dean/VP for review and approval

Apr 15: Deans/VPs (or designee) submit AAPs to OIA

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Phase I: AAP Submission & Review (cont'd)

May-Jul:

- OIA provides AAP Evaluation Criteria to IAC for compliance w/ accreditation standards and coordinates IAC evaluations
- IAC evaluates AAPs and determines review status as follows:
  - ✓ Approved-Minor Revisions--No Resubmission Required
  - ✓ Approved-Minor Revisions—Resubmission Required
  - ✓ Major Modifications—Resubmission Required
    - Dept/adm units review & resubmit AAP addressing IAC/OIA concerns
- OIA communicates final review status to VPs/Deans
  - All AAPs approved and finalized by **July 31**
  - Approved AAPs are available for viewing via IE website

Phase II: Assessment Data Collection & Analysis

Aug-Jul: Depts/adm units implement their AAP

- All assessment instruments/related material (forms, surveys, rubrics, etc.) filed electronically in OIA which assigns a unique control number for identification *(ASU Assessment Instrument Inventory Master Database)*
- Data collection takes place t/o academic year

Phase II: Assessment Data Collection & Analysis (cont'd)

- Data analysis conducted and results/findings (quantitative data) entered into **standardized** internal databases established at the College/VP level

- Upon request, OIA provides technical assistance throughout the development, collection, and analysis process

Phase III: Annual Assessment Report (AAR) Submission & Review

Mar: OIA sends AAR Guidelines and templates to Deans/VPs for distribution

Jul-Sept:

- Internal Review Committees prepare and submit AARs for the past academic year by **Sept 15th**
    - I.e. Sept 15, 2008 submits results for 2007-08

Phase III: AAR Submission & Review (cont'd)

- IAC/OIA evaluate AARs and determine review status (same process as with AAPs)

- OIA communicates final review status to VPs/Deans
  - All AARs approved and finalized by **December**
  - Approved AARs available for viewing via IE website

- Upon final approval of AAPs and AARs, OIA certifies programs as **"Compliant with ASU Assessment Cycle"**

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Implementation of the Assessment System: Transition Stages

- **2007-08:** AAP and AAR submitted to OIA electronically (via e-mail attachment)

- **2008-09 (and thereafter):** Web-based submission and review process via the *ASU Online Assessment Tracking System*

Questions and Assistance?

Contact OIPRA

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THANKS FOR YOUR TIME

Let's roll and may the fun be with us!