Office of Academic Assessment
Unit Goals
As of January 18, 2013

Recurrent Goals related to the position of Director of Academic Assessment

- Identify and modify processes and procedures of academic assessment
- Identify and present an academic assessment semester timeline for all school chairs and faculty
- Assist with MSCHE reports
- Create biannual assessment reports
- Document assessment at the institution level of student learning
- Archive assessment documents related to program course level student learning
- Provide leadership in building a culture of assessment via professional development opportunities for faculty
- Implement and document academic assessment initiatives as outline in the Academic Assessment Plan
- Gain further assessment knowledge via professional development opportunities
- Implement the 360 degree review process for programs completing the program review process

Specific Goals for 2012-13

- Create and implement an Academic Assessment Plan
- Assist and support in the creation of the MSCHE Periodic Review Report
- Review and revise the AACC’s Handbook of Policies and Procedures
- Develop and coordinate an electronic shared storage area for all academic assessment documents
- Create and maintain an academic assessment web site that fosters academic assessment transparency
- Contribute to the Department Chair Handbook as it relates to assessment responsibilities
- Identify and create 360 degree review process for program reviews
- Assessment audits related to program review status and course syllabi content
- Facilitate curriculum mapping for all academic programs