Best Practices in Assessment Group

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Agenda

- Meeting Moderator – Instructions/ Attendance (MHughes)

- Introductions & Announcements (GSpengler)

- Meeting Objectives (KMatthews)

- APAIR Planning Phase review – Assessment Planning Process (KMatthews)

- Institutional Learning Objectives (ILOs) (Gspengler)

MSCHE Feedback from 2016 Site Visit

The MSCHE Site Visit Team made two suggestions relating to assessment, one of which is below (as of May 2016):

Standard 7: *Institutional Assessment*. The team suggests that **UMB** periodically evaluate the effectiveness and comprehensiveness of its institutional assessment processes.

What this guidance means (MSCHE, 2007):

- Define and articulate institutional and unit goals;
- Implement strategies to achieve those goals;
- Assess achievement of those goals;
- Use results to improve programs and services, and inform planning and resource allocation.

Middle States Commission on Higher Education. (2007). *Student Learning Assessment: Options and Resources* (2nd ed., pp. 1–98). Philadelphia, Pennsylvania.

Meeting Objectives

- Review Academic Program Assessment and Improvement Report (APAIR) submissions; discuss and resolve outstanding issues;

- Review timeline for FY2021 completion of APAIRs; and

- Introduce timeline for creating Institutional Learning Outcomes (ILO) assessment process

MSCHE Guidance for Effective Program Assessment

Planning Phase Expectations

- Enter an Assessment Plan for each degree program or certificated program that is externally accredited;
  - General Information
  - Areas needing improvement
  - Up to *three* goals to attain in the current fiscal year (FY2021) and associated metrics to report on progress.

APAIRs Submitted

Academic Unit	#Degree	#Certificates (Accredited)
CSL	3	-
GS	-	-
SOD	2	8
SOM	4	-
SON	4	-
SOP	9	-
SSW	1	-
	23	8

APAIR Distribution

Goal Distribution by Type

Academic Unit	Student Learning Objective (SLO)	Student Other (SO)	Program Operations (PO)	Other (O)	Total
CSL	-	1	4	1	6
GS	-	-	-	-	-
SOD	-	30	-	-	30
SOM	5	3	4	-	12
SON	-	3	6	3	12
SOP	-	1	16	1	18
SSW	1	1	-	-	2
Total	6	39	30	5	80

Legend/Definitions

Student Learning Objective (SLO) Goals that address what students will know upon completion of program

Student Other (SO) Goals that address improving pass rates, retention, graduates rates, etc.

Program Operation (PO) Goals that address marketing of programs, new program development, recruitment, etc.

Other (O) Goals not clearly defined or missing metrics

Questions Arising During Plan Phase

- Is it appropriate to include goals for a graduating class that won't graduate for another two years?
- Are operational goals allowable?
- Are APAIRs required for certificate programs? Can these APAIRs be combined?
- What unit is responsible for providing the APAIR(s) for programs in the Graduate School that are affiliated with other UMB schools?
- How to treat dual programs with USM institutions?

Goal Writing Suggestions

- Goals need to be attainable in the APAIR year
  - *Incorrect*: "Graduate an XXX cohort of 30 students in 2022 and 40 students in 2023."
  - *Correct*: For the class of 2022 and all subsequent cohorts, involve 100% of students in faculty-directed research for 15 hours per semester as part of the fall and spring curriculum in the second program year. For the class of 2022, the target completion date would be May 2021 and this would be a recurring goal for subsequent cohorts.

Reporting Timeline
FY 2021

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Discussion Point	Dates
Assessment Period	Fiscal Year (July 1 – June 30)
Planning Period (i.e., report on areas of improvement and up to three (3) improvement-based goals with associated metrics	Current to November 15, 2020 (Note: after November 15, goals are locked for future editing) **NEW DEADLINE** **Adding new APAIRs or revising existing goals - JANUARY 15, 2021!**
Performance period ends	June 30, 2021
APAIR due	December 31, 2021 (6 months after beginning of reporting period)

BPAG Assessment Initiative Inventory

UMB Program Assessment Process Step	Status
Map program assessment activities across the (academic) enterprise	✓
Determine the evidence to periodically collect and assess to demonstrate compliance with MSCHE and establish an institutional continuous improvement process for Academic Programming	✓
Identify and establish ~~KPIs and benchmarks~~ Institutional Learning Objectives (ILOs)	Pending
Document annual assessment plans centrally to facilitate internal and external reporting	✓
Assess progress of implementation	In process
Adjust assessment process as needed	Pending
Create process for administrative units assessment	Planning

MSCHE Guidance for Effective Documentation of Institutional Learning Outcomes Assessment

Documentation of Assessment Practices

Institutional Learning Outcomes Assessment

- Identification of institutional learning outcomes and multiple learning opportunities to learn the skills needed for assessment.
- Evidence of consistent involvement across all departments/programs.
- Evidence of discussion of institutional learning outcomes assessment results and consequent action plans for revision, improvement, enhancement, and/or innovation.
- Evidence of use of direct assessment methods.

Plan for UMB Institutional Learning Outcomes

- 2022 – 2026 Strategic Plan planning process commences January / February 2021
- A strategic outcome will be the identification of institutional learning outcomes for all UMB students and devising a plan to develop and implement a process to assess their attainment
- Suggested institutional learning outcomes include the demonstration of competencies in these areas:
  - Inter-Professional Education
  - Community Engagement
  - Global Health
  - Leadership
  - Diversity, Equity, and Inclusion
- The APAIR could be expanded to facilitate and document assessment of institutional learning outcomes

Meeting Recap

- Review decisions reached

- Review upcoming deadlines

- Next meeting date – February 2021

For More Information

Assessment reporting will be available on the Institutional Effectiveness, Strategic Planning, and Assessment website:

www.umaryland.edu/iespa

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