

University of Nebraska at Kearney Assessment Governance Document

November 2013

Introduction

Assessment is an integral part of the culture at the University of Nebraska at Kearney. The university maintains an Office of Assessment that is responsible for coordinating assessment efforts within the Academic and Student Affairs programs, as well as collecting university-wide data from national surveys and exams. Faculty and staff in both the Academic and Student Affairs divisions of the university have active, ongoing assessment programs in place. The Office of General Studies also plays a major role in assessment at the university.

UNK is systematically assessing student learning both inside and outside the classroom. The goal of the university is to continuously improve student learning and the student experience, and the assessment process is one vital tool in achieving that goal. Through methodical data collection and analysis, and creative improvements to programs on campus, the university strives to enhance all aspects of the student experience and provide superior quality educational experiences for our students.

Goals

The primary goals of the assessment program are to:

- Assist entities within Academic and Student Affairs to develop, implement, and maintain strategic assessment plans.
- Collect and disseminate data obtained from university-wide assessment initiatives such as the Collegiate Assessment of Academic Proficiency (CAAP) and National Survey of Student Engagement (NSSE).
- Analyze data trends across programs in order to identify potential areas of faculty, staff, or program development needs.
- Coordinate with the General Studies Council to optimize General Studies assessment

Personnel and Responsibilities

Associate Vice Chancellor for Academic and Student Affairs

The AVCASA has the responsibility for oversight of the Office of Assessment at UNK. This includes supervision of the work of the Director of Assessment and the Assessment Committee. Data collected from assessment will be used in strategic planning and resource allocation to improve instruction and student success programs.

Deans

The deans of the colleges, or units, have responsibility for oversight of assessment within their respective areas of responsibility. Data collected from assessment will be used in strategic planning and resource allocation to improve instruction and programs.

Chairs/Directors

The chairs, or directors, of programs have responsibility for oversight of assessment within their respective areas. They are also responsible for the utilization of data in discussions regarding curriculum review, resource allocation, and other substantive changes. Assessment of interdisciplinary academic programs will be the shared responsibility of the program director and chairs of affiliated departments.

Faculty/Staff

The faculty and staff members of each program have responsibility for developing and implementing an assessment plan for evaluating objectives at the program level. They are further responsible for analyzing and interpreting assessment data in order to make positive changes to programs, curricula, instructional methods, and student services.

Assessment Committee

The Assessment Committee is responsible for providing guidance and oversight in meeting the goals of the assessment program at UNK. Committee members are advocates for assessment, and may assist the Director of Assessment with the annual review of assessment materials. The Committee also provides representation and advocates for faculty in issues related to the assessment process.

Director of Assessment

The Director of Assessment is responsible for:

- Chairing the Assessment Committee and implementing the assessment guidelines and directives of the committee.
- Assisting the AVCASA, deans, and departments with assessment planning and implementation.
- Collecting and disseminating university-wide assessment data.
- Providing feedback to departments on their annual reports.
- Developing a positive culture of assessment on the UNK campus.

Assessment Committee Membership

The current membership consists of:

- Director of Assessment (ex officio)
- Assessment Assistant (ex officio)
- three faculty representatives from each College, nominated by their Deans
- two faculty representatives of the C. T. Ryan Library, appointed by the Dean
- three representatives from Student Affairs, appointed by the Dean

- one representative from non-department academic programs (Honors, Women's Studies, Ethnic Studies, Health Sciences, etc.)

Membership Total:

- Faculty: 18
- Ex Officio: 2

Length of terms - Rotating 3 year terms (replace 1/3 of membership each year)

Frequency of Meetings: Once per month

Recommended Reading: *Assessment Clear and Simple, 2nd Edition*, by Barbara E. Walvoord

Voting:

All regular members of the committee shall have voting privileges.