

AY 2018 – 2019 Assessment

The mid-year update is an effort to reduce the workload at the end of the assessment cycle by drafting the beginning of the assessment paragraph and decision paragraph for each measure early. This then allows the focus to be on the findings and next steps to drive improvement. We can also look at building the comprehensive list of evidence and think about the next steps for improvement at the program level.

Office of Institutional Effectiveness and Human Resources

Division or Department: Institutional Effectiveness

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Date: 2019

Northwestern Mission. Northwestern State University is a responsive, student-oriented institution that is committed to the creation, dissemination, and acquisition of knowledge through teaching, research, and service. The University maintains as its highest priority excellence in teaching in graduate and undergraduate programs. Northwestern State University prepares its students to become productive members of society and promotes economic development and improvements in the quality of life of the citizens in its region.

The Office of Institutional Effectiveness and Human Resources is a responsive administrative service and support unit that provides University leaders with information to be used in strategic planning and evidence-based decision-making and human resource programs and services. The Office assesses, collects, analyzes, reports, and disseminates data on behalf of the University and supports all University units in assessment-based improvement efforts. Reporting of information is in accordance with Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and federal and state regulations. The Office develops and delivers innovative human resource programs and services designed to support the mission of the University, including its core services and competencies such as staffing, employee relations, organizational and employee development, risk management, compensation and benefits, human resource information management, and regulatory compliance.

The Office of Institutional Effectiveness assists university leaders with strategic planning, assessment, and evidence-based decision-making. The office assesses, collects, analyzes, reports, and disseminates data on behalf of the university and supports all university units in assessment-based improvement efforts. Assists in the reporting of information in accordance with Southern Association of Colleges and Schools (SACS), federal and state regulations.

Methodology: The assessment process includes:

(1) Data from assessment tools (direct & indirect and quantitative & qualitative) are collected and returned to the executive director;

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- (2) The executive director will analyze the data to determine whether the applicable outcomes are met:
- (3) Results from the assessment will be discussed with the appropriate staff; Individual meetings will be held with staff as required (show cause);
- (4) The executive director, in consultation with the staff and senior leadership, will determine proposed changes to measurable outcomes, assessment tools for the next assessment period and, where needed, service changes.

Institutional Effectiveness

Service Outcomes:

SO 1. Ensures the institution engages in ongoing, integrated, and institution-wide research-based planning and evaluation processes that (1) incorporate a systematic review of institutional mission, goals, and outcomes; (2) result in continuing improvement in institutional quality; and (3) demonstrate the institution is effectively accomplishing its mission.

Measure 1.1.

The University compiles and publicizes its documented institutional effectiveness process. The target is to have a publicized process with 100% of the 116 academic and administrative units completing the process annually per the published timelines for annual assessments submission while also meeting the assessment element (s) requirements per rubric 2 (with enclosure). Once complete, the assessments are made available for public view on the Director of Institutional Effectiveness website <https://www.nsula.edu/institutionaleffectiveness/>.

Finding. Target was _____.

Analysis. *(use the finding/decision paragraph from previous year or fall data to start this paragraph)*

In 2017-2018, the target was met. Based on the analysis of the 2017-2018 results, we found it clear that the Office of Institutional Effectiveness and Human Resources cannot be solely responsible for the completion and quality of all assessments across the University. In accordance with the plan of action from 2017-2018, in 2018-2019, the Director of Institutional Effectiveness established a process to better integrate and assist College Deans and Vice Presidents in providing the internal forcing function and quality control measure to drive their respective program and unit assessments. As a result, in 2018-2019....

Decision, action or recommendation. Based on the analysis of the 2018-2019 results, in 2019-2020, the Director of Institutional Effectiveness will _____ to drive continuous improvement.

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Measure 1.2.

The University has established a systematic review of the institutional mission, goals, and outcomes. Target is to conduct at least one comprehensive analysis of the mission, goal, and standards each year. We request revalidation and / or approval of the university mission, vision statement, and core values through our Board of Trustees once every five years in accordance with the Strategic Plan development process.

Finding. Target was _____.

Analysis. In AY 2017-2018, the target was met. An Institutional Effectiveness Planning Calendar was developed and is being used to guide strategic planning throughout the year. The University established a Strategic Planning Team that met monthly to address strategic concerns and provide long-range guidance to senior leaders. The University conducted a mid-year review on 10 January 2018 to ensure progress is being made in each strategic focus area and that other assessment activities are on track. The university completed its second annual Strategic Plan assessment to ensure the University is making progress in securing its vision. The University updated the Institutional Effectiveness (IE) Model capturing Assessment, Strategic Planning, Budgeting and the Quality Enhancement Plan. As a result, in 2018-2019 the University used the updated IE Model, which is the result of the lessons learned captured through the systematic review of the institutional mission, goals, and outcomes in 2018-2019. Additional efforts included building tools to address continuity of operations as well as University plan refinement for the SACSCOC fifth-year review.

Decision, action or recommendation. Based on the analysis of the results in 2018-2019, in 2019-2020 the following action will be taken to continue to maintain a pattern of continuous improvement.

Comprehensive Summary of Key evidence of improvement based on the analysis of results. *(Start capturing your changes – actions made in the fall to drive student learning and or program improvement).*

Developed mid-year assessment model.

Initiated comprehensive core curriculum assessment process focused on system wide competencies.

Plan of action moving forward. *Think about the next improvements.*