

Administrative Unit Assessment Report

Assessment is a term commonly used to encompass the process of gathering and using evidence to guide improvements.

SACSCOC requires that "The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results".

Be sure to **SAVE** your progress as you work!

Administrative Unit

Center for Faculty Excellence

Submission Year

2022-2023

Assessment Coordinator Name

Dr. Jennifer Yates

Enter Assessment Coordinator Email

jyates1@lander.edu

Unit Goal

Goal

Goal 1

Unit Goals are broad statements that describe the overarching long-range intended outcomes of an administrative unit. They support the Institution's Mission/Goals.

Unit Goal

Programs and Services - Enhance instruction by offering new programs and services that support faculty implementation of evidence-based teaching practices, innovative pedagogy, and models for inclusive excellence.

Pillar of Success Supported

Robust Student Experience

Outcomes

Outcome 1

Outcomes are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

Teaching Circle Program

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

Participation from all academic units throughout year. Presentations by 4 faculty in Spring semester. Average rating above 4.5 on evaluation of effectiveness on 5- point Lickert-type scale on overall programming.

Performance Target for "Partially Met"

Participation from most academic units throughout year. Presentations by 3 faculty in Spring Semester. Average rating above 4 on evaluation of effectiveness on a 5-point Lickert-type scale on overall programming.

Performance Target for "Not Met"

Participation from fewer than half of academic units. Presentations by fewer than 3 faculty in Spring semester. Average rating below 4 on evaluation of effectiveness on a 5-point Lickert-type scale on overall programming.

Assessment Measure Used

Number of participants.
Participation from across academic units. Ratings of effectiveness on program evaluation.

Frequency of Assessment

Yearly, at conclusion of Spring semester

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)**Comments/Narrative**

New assessment.

Resources Needed to Meet/Sustain Results

Resources needed are covered by CFE budget.

Explanation of How Resources Will Be Used

Books or other materials used to guide discussions.

Outcome 2

Outcomes are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

Small Group Instructional Feedback (SGIF) assessments.

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

25 in-person and 5 online SGIF visits and/or 20 faculty participating.

Performance Target for "Partially Met"

20-24 in-person and 3 online SGIF visits and/or 15-19 faculty participating.

Performance Target for "Not Met"

Fewer than 20 in-person and fewer than 3 online SGIF visits and/or fewer than 15 faculty participating.

Assessment Measure Used

Number of course visits.
Number of faculty participants.
Participation from across academic units.

Frequency of Assessment

By semester each academic year.

Data Collected for this Timeframe (Results)

Targets benchmarked from 21-22 SGIF participation. Fall 2021: 26 visits in-person visits for 19 faculty, no online visits. Spring 2022: 26 in-person visits for 15 faculty, 8 online SGIFs for 6 faculty.

Score (Met=3, Partially Met=2, Not Met=1)

3

Comments/Narrative

This program launched in the 21-22 academic year, but was not yet in the assessment plan. We are using the participation rates from that year to set targets for this year.

Resources Needed to Meet/Sustain Results

Resources needed are covered by CFE and Academic Affairs budgets.

Explanation of How Resources Will Be Used

Copies of evaluation forms. Time from shared administrative assistant for compiling feedback.

Outcome 3

Outcomes are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

Course (Re) Design Grant Program

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

10 or more applications, 5 grants awarded.

Performance Target for "Partially Met"

5-10 applications, 4-5 grants awarded.

Performance Target for "Not Met"

Fewer than 5 applications, fewer than 4 grants awarded.

Assessment Measure Used

Number of applications.

Number of grants awarded.

Participation from across academic units.

Frequency of Assessment

Yearly, at conclusion of Spring semester.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)

Comments/Narrative

New assessment.

Resources Needed to Meet/Sustain Results

Resources needed are covered by CFE budget.

Explanation of How Resources Will Be Used

Course redesign grants and books for guiding redesign and group discussions.

Outcome 4

Outcomes are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

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Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

CFE Workshops

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

Average rating above 4.5 on evaluation of effectiveness on 5- point Lickert-type scale across offerings.
Participants across all academic units across offerings.

Performance Target for "Partially Met"

Average rating above 4 on evaluation of effectiveness on a 5-point Lickert-type scale across offerings.
Participants across most academic units.

Performance Target for "Not Met"

Average rating below 4 on evaluation of effectiveness on a 5-point Lickert-type scale across offerings.
Participants across less than half of the academic units.

Assessment Measure Used

Ratings of effectiveness on workshop evaluations
– delivered by survey after participation.

Frequency of Assessment

Throughout year, but compiled yearly, at
conclusion of Spring semester.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment
report.

Score (Met=3, Partially Met=2, Not Met=1)**Comments/Narrative**

New assessment.

Resources Needed to Meet/Sustain Results

Resources needed are covered by CFE budget.

Explanation of How Resources Will Be Used

Materials for workshops – copies, other materials.

Goal Summary

Goal Summary/Comments

These assessments are new, so we have no current data to evaluate.

Changes Made/Proposed Related to Goal

After data collection, assessment data will be used to make improvements to programming.

Upload Files (if needed)

Goal 2

Unit Goals are broad statements that describe the overarching long-range intended outcomes of an administrative unit. They support the Institution's Mission/Goals.

Unit Goal

Research - Enhancement of innovation, evaluation, and scholarship of teaching and learning.

Pillar of Success Supported

Robust Student Experience

Outcomes

Outcome 1

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Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

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What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

SoTL Academy and mini-grants

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

20 participants in SoTL Academy; 15 applications for SoTL grants; 10 grants awarded.

Performance Target for "Partially Met"

15 participants in SoTL Academy, 10-14 applications for SoTL grants, 9-10 grants awarded.

Performance Target for "Not Met"

Fewer than 15 participants in SoTL Academy, fewer than 10 applications for SoTL grants, fewer than 9 grants awarded.

Assessment Measure Used

Number of participants in academy
Number of applications for mini-grants
Number of presentations/publications resulting from projects.
Participation from across academic units.

Frequency of Assessment

Yearly, at conclusion of Spring semester.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)

Comments/Narrative

New assessment.

Resources Needed to Meet/Sustain Results

Resources needed are covered by the CFE budget.

Explanation of How Resources Will Be Used

SoTL academy costs (guest presenter, food, materials), SoTL grants.

Outcome 2

Outcomes are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

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What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

Faculty writing groups.

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

Creation of writing groups based on expressed interest and format preferences.

Performance Target for "Partially Met"

n/a

Performance Target for "Not Met"

Failure to create groups.

Assessment Measure Used

Groups created.
Number of participants.
Number of submitted abstracts, manuscripts, grants.

Frequency of Assessment

Yearly, at conclusion of Spring semester.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)

Comments/Narrative

New assessment.

Resources Needed to Meet/Sustain Results

Any resources that might be needed would be covered by the CFE budget.

Explanation of How Resources Will Be Used

None at this time.

Goal Summary

Goal Summary/Comments

These assessments are new, so we have no current data to evaluate.

Changes Made/Proposed Related to Goal

After data collection, assessment data will be used to make improvements to programming.

Upload Files (if needed)**Goal 3**

Unit Goals are broad statements that describe the overarching long-range intended outcomes of an administrative unit. They support the Institution's Mission/Goals.

Unit Goal

Resources - Development and enhancement of accessibility and usage of teaching resources by Lander faculty.

Pillar of Success Supported

Robust Student Experience

Outcomes**Outcome 1**

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What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

CFE Website

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

Website launch. The CFE website has not yet launched so there are no benchmarks for determining additional performance targets yet.

Performance Target for "Partially Met"

n/a

Performance Target for "Not Met"

Website not launched.

Assessment Measure Used

Page analytics. Analytics information will be gathered from colleagues in the University Relations department.

Frequency of Assessment

Yearly, at the end of Spring semester.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)**Comments/Narrative**

New assessment.

Resources Needed to Meet/Sustain Results

Colleagues in University Relations department.

Explanation of How Resources Will Be Used

Colleagues will build website from materials created by CFE and then generate analytics reports from Lander website.

Outcome 2

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Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

CFE Social Media engagement

Timeframe for this Outcome

Academic Year 22-23

Performance Target for "Met"

Social media accounts are not fully launched so there are not yet benchmarks for determining performance targets.

Performance Target for "Partially Met"

n/a

Performance Target for "Not Met"

n/a

Assessment Measure Used

Social media engagement: likes, sharing, follows,

Frequency of Assessment

number of posts.
Information about social media engagement will be gathered from CFE accounts.

Yearly, at the end of Spring semester.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)

Comments/Narrative

New assessment.

Resources Needed to Meet/Sustain Results

None required further than regular internet connectivity.

Explanation of How Resources Will Be Used

Social media account analytics will be generated from accounts.

Goal Summary

Goal Summary/Comments

These assessments are new, so we have no current data to evaluate.

Changes Made/Proposed Related to Goal

After data collection, assessment data will be used to make improvements to programming.

Upload Files (if needed)

Goal 4

Unit Goals are broad statements that describe the overarching long-range intended outcomes of an administrative unit. They support the Institution's Mission/Goals.

Unit Goal

Engagement and Community - Engage faculty and increase participation in professional enrichment programming to foster dialogue, action, and reflection for and with the academic community.

Pillar of Success Supported

Robust Student Experience

Outcomes

Outcome 1

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Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

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What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

New Faculty Orientation

Timeframe for this Outcome

Academic year 22-23

Performance Target for "Met"

Average rating above 4.5 on evaluation of effectiveness on 5- point Lickert-type scale on overall event ratings. Participation by all new full-time faculty coming to Lander

Performance Target for "Partially Met"

Average rating above 4 on evaluation of effectiveness on a 5-point Lickert-type scale on overall event ratings. Participation by most new full-time faculty coming to Lander.

Performance Target for "Not Met"

Average rating below 4 on evaluation of effectiveness on a 5-point Lickert-type scale on overall event ratings. Participation by less than half of new full-time faculty coming to Lander.

Assessment Measure Used

Participation rates for new faculty.

Frequency of Assessment

Yearly, after NFO in Fall and Spring semesters.

Ratings of effectiveness on overall evaluations – delivered by survey after participation.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)**Comments/Narrative**

New assessment.

Resources Needed to Meet/Sustain Results

Resources needed are covered by the CFE and Academic Affairs budgets.

Explanation of How Resources Will Be Used

Materials for sessions, food for participants.

Outcome 2

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Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

What type of Outcome would you like to add?

Operational Outcome

Enter Outcome

New Faculty Academy

Timeframe for this Outcome

Academic year 22-23

Performance Target for "Met"

Average rating above 4.5 on evaluation of effectiveness on 5- point Lickert-type scale across events.
Participation by all new full-time faculty coming to Lander and additional 2nd and 3rd year faculty.

Performance Target for "Partially Met"

Average rating above 4 on evaluation of effectiveness on a 5-point Lickert-type scale across events.
Participation by most new full-time faculty coming to Lander. and additional 2nd and 3rd year faculty.

Performance Target for "Not Met"

Average rating below 4 on evaluation of effectiveness on a 5-point Lickert-type scale across events.
Participation by less than half of new full-time faculty coming to Lander, but no additional Lander faculty.

Assessment Measure Used

Participation rates for new, 1st, and 2nd year faculty.

Ratings of effectiveness on overall evaluations – delivered by survey after participation.

Frequency of Assessment

Data collected for events throughout the year.
Compiled yearly, at the conclusion of the Spring semester.

Data Collected for this Timeframe (Results)

Data will be available for next yearly assessment report.

Score (Met=3, Partially Met=2, Not Met=1)**Comments/Narrative**

New assessment.

Resources Needed to Meet/Sustain Results

Resources needed are covered by the CFE budget. Guest speakers from other areas will be participating.

Explanation of How Resources Will Be Used

Books and materials for sessions.

Goal Summary

Goal Summary/Comments

These assessments are new, so we have no current data to evaluate. In addition to the two programs listed here, several outcomes primarily in other goals will also speak to this goal including Teaching Circle, Workshops, and others.

Changes Made/Proposed Related to Goal

After data collection, assessment data will be used to make improvements to programming.

Upload Files (if needed)

