

Commonwealth University (CU)
Year-end Summary
Academic Program Assessment Committee
2024-25

The Committee – Working Group – Commission Year-end Summary provides a high-level review of the group's activities or initiatives during the year, outcomes of the group's efforts, and proposed actions or recommendations. Please provide responses to the following prompts and submit by May 31.

1. State the purpose of the group (1-2 sentences).

The Academic Program Assessment Committee is responsible for providing oversight and support of assessment processes to ensure disciplined self-assessment of institutional effectiveness in academic programs and help the University share and utilize assessment data for decision making, resource allocation, and improvement.

2. Briefly summarize the key activities or initiatives implemented during the academic or fiscal year.

In collaboration with the OIE staff, MSCHE Standard V Working Group, and especially, the Faculty Assessment Liaison, the committee has provided insight or support for numerous academic program assessment initiatives. Those academic program assessment activities for 2024-25 include the following:

- Approved the recommendation to move the annual report PAR deadline to September 15 each year
- Reviewed the Academic Program Assessment Summary Report 2023-24 (Appendix A) about strengths and opportunities for improvement regarding academic program assessment and supported future efforts to address assessment processes
- Reviewed and provided insight about the changes to the PAR process and materials in the fall 2024 semester and again in the spring 2025 semester following the MSCHE team visit, considering the MSCHE Self-Study Evaluation Team Report (See Appendix B) recommendations and collegial advice (e.g., providing input on the PAR-Nuventive User Guide 2025 Draft [Appendix C], PAR Rubric [Spring 2025] Draft [Appendix D], Nuventive screens, and offering suggestions about a standardized assessment approach for high-impact practices that may account for non-credit bearing experiences (e.g., student employment) and a menu of standardized options for internship assessments)
- Collaborated with the Center for Teaching and Learning on promoting/delivering assessment sessions
- Reviewed the program review schedule, template, and timeline prior to finalizing and posting on the web in fall 2024 semester
- Reviewed the [assessment](#) and [program assessment](#) web pages, on which updates were made to the committee structure to align with the academic reorganization and sections added for annual reports and program reviews

- Reviewed IR dashboards, which included such updates as new first-time and transfer student by program, new graduate students, and associate degree retention dashboards, and custom tables added to the end of most dashboards
- Provided suggestions in Nuventive to give college coordinators access to the college dashboards so they can gauge which programs have or have not submitted PARs to facilitate appropriate follow up and considered other opportunities to update Nuventive (e.g., program review, integrate LMS, etc.)
- Requested a process and guide for assessment coordinators and support staff to report on majors, minors, and concentrations
- Contributed to the MSCHE self-study report and evidence; conducted outreach to emphasize and garner assessment examples for some of the report tables; and attended assessment-related sessions during the MSCHE evaluation team visit
- Conducted small group and one-on-one meetings of the faculty assessment liaison with the program assessment coordinators throughout the academic year for navigating Nuventive, discussing and brainstorming ideas for assessment plan improvements and processes, and providing feedback

3. Describe the 3-5 most important outcomes the group accomplished this year.

The feedback from the committee and collaborative efforts resulted in the following outcomes:

- Updated the Nuventive Solutions Premier platform to enhance processes that better guide faculty to develop well-written assessment plans and enhance administrators'/coordinators' ability to track and conduct reporting
- Delivered two assessment sessions, sessions in collaboration with CTL, and ongoing faculty mentoring one-on-one or in small groups this academic year. The first assessment session reviewed the 2023-24 annual report PAR summary, which reminded faculty about expectations, shared rubric results for each scoring category, viewed exemplars, and considered opportunities for improvement. The second assessment session focused on understanding and addressing the MSCHE Team Report recommendations and collegial advice (see Appendices E-H). The CTL sessions discussed best practices in assessment, GE, and program dashboards. Mentoring focused on all aspects of the PARs.
- Revised PAR-Nuventive User Guide 2025 Draft [Appendix C], PAR Rubric [Spring 2025] Draft [Appendix D], and Nuventive screens with the expectation that the guidance will enhance assessment plans, data collection, and using results to improve student learning and other program aspects
- Demonstrated growing sustainability of the assessment system and process by program assessment coordinators contacting the faculty assessment liaison and meeting with the liaison during the year for PAR and Nuventive navigation assistance, mentoring, feedback and brainstorming

4. Offer 3-5 of the most influential recommendations that would advance the group's efforts to achieve its purpose.

Recommendations include:

- Recognize programs/faculty that do excellent work
- Provide professional development to ensure CU addresses the MSCHE recommendations and advice to advance the assessment at CU and reinforce practices shared in workshops and summer sessions
- Implement the consultant's and committees' suggestions from the review of assessment processes following the MSCHE team visit
- Develop and distribute a process and guide for assessment coordinators and support staff to report from Argos on majors, minors, and concentrations

5. Indicate which, if any, of the recommendations require additional resources or must be elevated to executive leadership for assistance with implementation.

As it relates to additional resources, the following recommendations may require financial support:

- Recognize programs/faculty that do excellent work
- Provide professional development to ensure CU addresses the MSCHE recommendations and advice to advance the assessment at CU and reinforce practices shared in workshops and summer sessions
- Implement the consultant's suggestions from the review of assessment processes and documentation

Appendices:

- A. Academic Program Assessment Summary Report 2023-24
- B. MSCHE Team Report Excerpt
- C. PAR-Nuventive User Guide (Spring 2025)
- D. Academic Program Assessment Rubric (Spring 2025)
- E. Assessment Session (10-28-24)
- F. Assessment Session Evaluation (10-28-24)
- G. Assessment Session (04-28-25)
- H. Assessment Session Evaluation (04-28-25 as of 04 29 25)