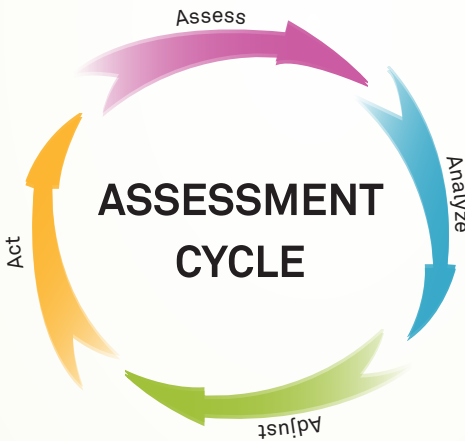


ASSESSMENT ACCREDITATION INSTITUTIONAL RESEARCH

OFFICE OF INSTITUTIONAL EFFECTIVENESS

The Office of Institutional Effectiveness coordinates three major aspects of University support: **assessment**, **accreditation** and **institutional research**. The office assists faculty in the development and measurement of student learning outcomes, and oversees assessment of outcomes related to the University's mission. Assessment and institutional research data are used to inform institutional planning and enhance the quality of Andrews University's programs and services.

Ensuring institutional quality and effectiveness involves engagement by all members of the Andrews University community in an ongoing process of assessment and analysis of key data, followed by adjustments and actions for continuous improvement.



Adjustments may be warranted in a variety of areas, including processes, resources and curriculum, to ensure that Andrews University is achieving its mission.

Andrews University, a distinctive Seventh-day Adventist Christian institution, transforms its students by educating them to seek knowledge and affirm faith in order to change the world.

Assessment cycles that are formally supported by the Office of Institutional Effectiveness are shown below. The same basic cycle, however, applies to all other departments and processes of the University.



Student Learning Assessment

- **Assess (all semesters)**
 - » Appropriate to outcome
 - » Appropriate to degree level
 - » Direct and indirect measures
 - » Formative and summative assessments
 - » Aggregate and disaggregate results
 - » Results recorded in Weave
- **Analyze (summer):**
 - » Faculty review results
 - » Analysis recorded in Weave
- **Adjust (summer, fall):**
 - » Faculty determine adjustments for improvement
 - » Adjust resources, outcomes, curriculum, methods
 - » Action plans created in Weave
- **Act (all semesters):**
 - » Changes are implemented
 - » Progress monitored in Weave

Faculty Assessment

- **Assess (all semesters):**
 - » Student ratings of teaching
 - » Self-assessment
 - » Assessment by supervisor
 - » Peer assessments
- **Analyze (January):**
 - » Faculty & Chair/Dean review assessments
 - » Review prior year goals

- » Analysis recorded in January Report
- » Applications for rank & tenure submitted for peer review
- **Adjust (spring):**
 - » Faculty & Chair/Dean formulate goals for coming year
 - » Goals recorded in January Report
- **Act (all semesters):**
 - » Personal or corporate action
 - » Professional development activities

Strategic Planning

- **Assess (spring):**
 - » Key Performance Indicators
 - » Qualitative analysis
 - » Departments record in annual assessment report
- **Analyze (spring, summer):**
 - » Faculty and Board review data
 - » Report shared on web
 - » Departments report analysis in Weave
- **Adjust (summer, fall):**
 - » Strategic plan revised and updated
 - » Faculty revise department plans in Weave
- **Act (new school year):**
 - » Plans and strategies implemented

Program Review

- **Assess (summer, fall, every 5–7 years):**
 - » Departmental and peer assessment
 - » Assess program relevance and quality
 - » Qualitative and quantitative data
 - ♦ context
 - ♦ inputs & processes
 - ♦ outputs & outcomes
 - » Data from all stakeholders
 - » Record in self-study
 - » May have external accreditation
- **Analyze (spring, summer):**
 - » SWOT analysis and strategic plan
 - » Panel review of self-study
 - » Department & Dean's response
 - » Complete report reviewed by Council and Provost
- **Adjust (fall):**
 - » Program/department adjustments
 - » Revisions to strategic plan
 - » School/Institutional adjustments
- **Act (next 5–7 year period):**
 - » Implementation of changes

HLC Accreditation

- **Assess (annually):**
 - » Institutional data
 - » Quality assurance
 - » Quality improvement
- **Analyze (annually; formally in years 4 & 10 of 10-year cycle):**
 - » Quality assurance and quality improvement report
 - » Federal compliance report
 - » On-site visit & peer review
- **Adjust (annually; as needed in years 4 & 10):**
 - » Improvement plans adjusted or created
 - » Strategic plan revised and updated.
- **Act (annually; as needed in years 4 & 10):**
 - » Plans and strategies implemented

Note: Individual programs or schools with specialized accreditation will follow a similar cycle set up by the department and based on the expectations of their accrediting organization.



Other Services Offered by the Office of Institutional Effectiveness

Make assessment meaningful, measurable and manageable

- Rubric development and aggregation
- Learning outcome development and measurement
- Syllabus preparation
- Grading procedure assistance
- Curriculum mapping
- Item analysis of tests
- Survey instruments and assistance
- Workshops and help sessions by request
- Assessment resources

Learn how we are doing on meeting Andrews' goals

- Andrews' Senior Survey
- ETS Proficiency Profile (general skills)
- National Survey of Student Engagement
- Alumni Survey
- Course surveys

Obtain data on Andrews University

- Enrollment and completions
- Retention and graduation rates
- Key performance indicators on strategic plan
- Other data analyses by request

Find out about program review and the process for new programs

- Program review template and schedule
- Orientations for self-study and review panel
- Examples of completed self-studies
- Academic decision making flow-chart
- Applications for new programs, majors, concentrations

See andrews.edu/effectiveness for the above resources, or email assessment@andrews.edu to schedule an appointment.



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