**Date** 2012-13 **Name of Administrative or Educational t Unit:** \_\_\_Institutional Effectiveness - Assessment\_\_\_\_\_\_\_

**Contact name:** Kathleen Fenton **Contact email:** kfenton@collin.edu **Contact phone:** **Office Location:**

**Mission:**

|  |
| --- |
| Institutional Effectiveness’s mission is to determine how well the college does what it says it does through assessment and analysis. The systematic and ongoing method of gathering, analyzing, reporting and using information from various sources about programs and administrative units, using measured outcomes, in order to improve student support services and student learning. Assessment relates to measuring critical administrative and instructional processes in order to gather data that provides information about how the institution is meeting stakeholders’ needs and expectations. The end use is to promote institutional effectiveness through informed decision making.  Primary functions include Program Review and Continuous Improvement process and document management; Institutional Effectiveness Indicators process and results management; Institutional Effectiveness Web Site as support for assessment processes and data distribution; and College-wide assessment consulting. |

**PART I: Might not change from year to year**

| A. Outcomes(s)  Results expected in this department/program | B. Measure(s)  The instrument or process used to measure results | C. Target(s) The level of success expected |
| --- | --- | --- |
| 1: Continuous Improvement Plans  Expand scope of information available to support institutional decision making for resource deployment to impact goals by posting continuous improvement plans on the Program Review intranet site. This work also support accreditation initiatives. | The number of posted CIP | 80% in 2010 -11  90% in 2011 -12  96% in 2012-13 |
| 2 Knowledge  Increase Faculty/Staff overall satisfaction with knowledge of staff |  | Target in 2010-11 was 4.0 out of 5.0,  Target in 2011-12 was increased to 4.2 |
|  |  |  |
|  |  |  |

**PART II: For academic year (enter year i.e. 2011-12)**

**From Part I**

| A. Outcomes(s)  Results expected in this department/program | D. Action Plan Years 5 & 2  Based on analysis of previous assessment, create an action plan and include it here in the row of the outcomes(s) it addresses. | E. Implement Action Plan  Years 1 & 3  Implement the action plan and collect data | F. Data Results Summary  Years 2 & 4  Summarize the data collected | G. Findings  Years 2 & 4  What does data say about outcome? |
| --- | --- | --- | --- | --- |
| 1: Continuous Improvement Plans  Expand scope of information available to support institutional decision making for resource deployment to impact goals by posting continuous improvement plans on the Program Review intranet site. This work also support accreditation initiatives | 1. Create and post effectiveness indicators linked to mission purposes with CIPs integrated  2. Integrate Continuous Improvement planning into Program Review process | Implement the action plan and collect data | 2010-11: CIP's are being developed with the service units; 95% of administrative and educational support units are posted | Target met |
| 2 Increase Faculty/Staff overall satisfaction with knowledge of staff | 1. Create a IE web site that presents role of IE and assessment team / department  2. Lead communication of assessment team roles and responsibilities to faculty and staff  3. Increase consulting to support program and unit program review analysis and continuous improvement planning | Implement the action plan and collect data | **2010-11: =** **4.27on 5 pt** scale ; n=67  **2011 Ratings Distribution:**  1=1%  2=3%  3=13%  4=30%  5=49%  Don’t Know=4%  \* sum exceeds 100% due to rounding  **2012: = 4.28 on 5 pt scale**  n=66  **2012 Ratings Distribution:**  Ratings/%:  1=3%  2=3%  3=12%  4=25%  5=55%  Don’t Know=2%  \*sum exceeds 100% due to rounding | Target met |
|  |  |  |  |  |
| . |  |  |  |  |