Navigating the UF Assessment System

Passport to Great Teaching

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Goal for Module 7

- Describe and explain the components of the University of Florida Academic Assessment System
The Assessment System is a coordinated and carefully designed set of processes and tools used by university accreditation coordinators, administrators, and faculty to submit, review, store, and access academic program assessment plans and assessment data reports. Reliability and validity procedures are built into the system at the institutional level to ensure data integrity and appropriate inferences pertaining to institutional effectiveness.
Overview of the System Processes
Communication

We use a distributed leadership model

Each of our 16 colleges, 4 Senior Vice Presidential units, 10 Vice presidential units, the Graduate School, The Libraries, and the Florida Museum of Natural History all have appointed accreditation Coordinators

These individuals meet as a group when needed, usually twice a year
Faculty oversight

Institution-level Academic Assessment Committee
https://assessment.aa.ufl.edu/academic-assessment/the-academic-assessment-committee/

Joint committee – four members from the Senate, four appointed by the president, one student, and several liaisons

Duties:
Review and approve Academic Assessment Plans, including Student Learning Outcomes
Improve the efficiency of Institutional Assessment processes
SLO/AAP Approval Process

Program/Department
- Prepares the submission
- Submits request to the approval system

College
- Receives program/department submission
- Reviews and takes action – submits to Institutional Assessment

Academic Assessment Committee
- Institutional Assessment review and initial recommendation
- Academic Assessment Committee review and recommendation

University Curriculum Committee
- Chair review and initial recommendation
- University Curriculum Committee review and recommendation

Student Academic Support System
- Screened for alignment with the catalog
- Entered into catalog
What the Committee Reviews

• Program goals and student learning outcomes
• Distinguish outcomes from outputs
• Distinguish outcomes from program goals
• Outcome measurability and potential to yield valid results for the SLOs and goals
• Validity arguments for the use of 3rd party exams as SLO measures
• Assessment and curriculum maps
What to do to enter a new plan or modify an existing one
Initiating a new assessment plan

• To initiate the approval process, go to the Academic Approval Tracking > Start New Request, and follow the instructions under the “ALC/AAP” tab to submit the appropriate forms

• All resources for developing a new plan are in the Planning page of the Academic Assessment webpage here: https://assessment.aa.ufl.edu/academic-assessment/academic-assessment-planning/
Academic Assessment Plan Components

- Mission Alignment
- Student Learning Outcomes
- Curriculum/Assessment Maps
- Assessment Cycle
- Methods and Procedures
- Assessment Oversight

Academic Assessment Plan
Modifying an existing plan

• All changes for academic assessment plans must be approved by the Academic Assessment Committee.

• To initiate the approval process, go to the Academic Approval Tracking > Start New Request, and follow the instructions under the “ALC/AAP” tab to submit the appropriate forms for modifying the plan.

• Modifications are reviewed by the Director of Institutional Assessment, and recycled for additional clarification if needed prior to the Academic Assessment Committee review.

• The Academic Assessment Committee then reviews and takes action on the plan at its next meeting. (Important: Proposed changes must be received at least ten business days prior to the meeting at which the modification will be reviewed. See Calendar and Due Dates for submission deadlines).
System Processes
Each of our 16 colleges, Senior Vice Presidential units, Vice presidential units, the Graduate School, The Libraries, and the Florida Museum of Natural History all have appointed accreditation Coordinators. These individuals meet as a group when needed, usually twice a year. We communicate with them, they communicate to their constituents.
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Approval Process

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System Outputs
Notifications

Program leaders are informed via automated approval system email on any actions taken by the Academic Assessment Committee

Options we use are:

- Approve
- Comment
- Conditionally Approve
- Table (rarely used)
- Recycle
- Denied
Constructive feedback

We provide feedback on all data reports and request modifications if needed.

We allow 2-4 weeks for the modifications to be completed.

Most common requests:

• report improvement actions as a decision made based on the review of results, in the past tense
• Remove any future tense phrases in the improvement actions