

CALIFORNIA STATE UNIVERSITY, STANISLAUS
ROLES AND RESPONSIBILITIES ASSESSMENT-RELATED FUNCTIONS:
WHO'S RESPONSIBLE FOR WHAT

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TEN METHODS →	Assessment of Student Learning— Classroom Level	Assessment of Student Learning— Program Level	Assessment of Student Learning – University Level	Evaluation of Instruction	Academic Program Review	Support Unit Review	Specialized Program Accreditation	Institutional Accreditation WASC	Examination of Institutional Issues	Accountability External Reports
Individual Faculty	Conducts ASL in their classrooms.	Contributes; collaborates. Collectively designs and implements.	Contributes indirectly through classroom assessment, teaching, and program changes. No individual course assessment identified; aggregate only.	Implements, administers, reviews, and responds.	Contributes, endorses, and collaborates.	Participates if required.	Contributes, endorses, collaborates, and participates.	Participates as requested.	Identifies issues; participates if necessary	
Individual Student	Establishes high expectations for responsibility and intellectual honesty in assessment activities. Provides primary assessment data.	Participates in learning communities, collaborative learning, and program evaluation.	Participates in policy development; representative on ASL Committee development and evaluation of the university's assessment programs.	Participates in policy development for student evaluation of instruction instrument/ procedures. Provides primary assessment data.	Participates in assessment of program quality.	Participates as requested by each unit.	Participates in self-review for meeting accreditation standards and in accreditation of individual programs.	Participates in assessment initiatives.	Reviews outcomes of assessment efforts; makes recommendations for improving university programs and services.	Reviews as requested or desired.
Associated Students Executive Council	Participates in policy development.		Participates in policy development; representative on ASL Committee; participates in the development and evaluation of the university's assessment program.	Participates in policy development for student evaluation of instruction instrument/ procedures.	Participates in policy development.	Participates as requested by each unit.		Representative serves on WASC Leadership Team; participates in assessment initiatives; liaison to ASI for student learning assessment.	Disseminates assessment information to students.	Reviews as requested or desired.
Assessment of Student Learning Subcommittee	Recommends policy.	Recommends policy. Advises ASL Associate regarding programmatic and resource needs. Advises UEPC regarding mission and scope of assessment plans. Advises UEPC regarding implementation of assessment plans.	Advises UEPC regarding policy on student learning. Advises Faculty Coordinator regarding issues and resource support.		Reviews and makes recommendations for improvement of the APR policy and procedures.			Participates and contributes.	Identifies issues; participates if necessary	Reviews and responds as appropriate per ASL Subcommittee's role.
General Education Subcommittee	Reviews General Education course proposals to ensure that appropriate Student Learning Objectives are included.		General Education Sub Committee evaluates GE courses, implements policies and procedures that UEPC submits to GE Sub	Recommends policy regarding teaching effectiveness as part of program review.	With the Faculty Director of General Education responsible for the completion of General Education APR.			Participates and contributes.	Identifies issues; participates if necessary	Reviews and responds as appropriate per GE Subcommittee's role.
University Educational Policies Committee	Recommends policy.	Recommends policy; provides support.	UEPC reviews and recommends policy, as necessary.	Recommends policy regarding teaching effectiveness as part of program review.	Reviews report. Recommends action. Recommends policy.	Provides input as needed.		Participates and contributes.	Identifies issues and participates if necessary. Recommends policy.	Reviews and responds as appropriate per UEPC's role.

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Graduate Council	Recommends policy.	Recommends policy; provides support.	Recommends policy, as necessary. Evaluates assessment of graduate student learning goals and recommends actions for university wide improvement.	Recommends policy regarding teaching effectiveness as part of program review.	Reviews report and recommends action. Recommends policy.	Provides input as needed.		Participates and contributes.	Identifies issues and participates if necessary. Recommends policy.	Reviews and responds as appropriate per Graduate Council's role.
Senate Executive Committee	Facilitates policy.	Facilitates policy.	Facilitates policy discussions and development.					Participates and contributes.	Identifies issues and participates if necessary. Facilitates policy.	Reviews and responds as appropriate per SEC's role.
Academic Senate	Facilitates policy.	Facilitates policy.	Approves and recommends policy to President.	Recommends policy.	Recommends policy.			Participates and contributes. Reviews and endorses self study.	Identifies issues and participates if necessary. Facilitates policy.	Reviews and responds as appropriate per Academic Senate's role.
Faculty Coordinator for Assessment of Student Learning	Explores ASL issues with faculty. Advises faculty. Provides support. Promotes ASL at the classroom level.	Explores ASL issues with programs. Advises programs. Provides support. Promotes.	Provides support for enhancing quality of assessment efforts by faculty, provides faculty development activities, reviews over-all assessment results and recommends actions.	Advises.			Advises. Supports.	Participates and contributes.	Identifies issues and participates.	
Program Assessment Coordinators	Serves as a resource for colleagues in the development of embedded methods of assessment.	Facilitates the development and revision of the program assessment plan. Facilitates the development and implementation of program-level assessment methods, evaluation of results and developing actions based on results. Submits annual assessment reports to the FCASL.	Contributes indirectly through program-level assessment, teaching, and program changes. No individual programs identified; aggregate only.		Contributes by completing annual assessment reports which are used in the Academic Program Review.	Participates if required.	Contributes, endorses, collaborates, and participates.	Participates as requested.	Identifies issues; participates if necessary	
Faculty Development Center Director	Promotes ASL at the classroom level. Educates. Advocates.	Promotes. Educates. Advocates.	Designs and supports faculty development assessment activities. Enhances faculty expertise in assessing student learning.	Advises. Educates. Mentors.		Participates as required.	Advises. Supports.	Participates and contributes.	Identifies issues and participates.	
Faculty Director of General Education		Facilitates the development and revision of GE area assessment plans and the development and implementation of assessment methods for each area.	Facilitates the development and revision of the General Education assessment plan. Responsible for general education assessment reporting.		With the General Education Subcommittee responsible for the completion of General Education APR.			Participates and contributes	Identifies issues and participants. Takes action if appropriate.	Provides input.

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Chairs & Program Heads	Encourages. Supports. Mentors. Reports presence of process as required.	Coordinates and implements. Reports presence of process as required. Supports Program Assessment Coordinator in facilitating the program assessment processes.	Supports university wide assessment as relates to academic disciplines, general education, and graduate education outcomes.	Reviews. Carries out. Mentors.	Writes the review. Implements the recommendations.	Participates as needed.	Conducts the review; participates in preparing the report. Holds ownership. Chair/program head/Program faculty hold ownership as appropriate to the specific accreditation.	Participates and contributes.	Identifies issues and participants. Takes action if appropriate.	Provides input.
Deans	Encourages, supports, coordinates, and reports presence of process as required.	Encourages, supports, coordinates, and reports presence of process as required.	Encourages, supports, and reports processes and use of assessment outcomes.	Reviews. Carries out. Mentors.	Oversees development of program review document. Reviews results with provost and program faculty. Recommends action. Takes action.	Reviews and recommends action. Implements as required.	Holds prime responsibility and leads the process.	Participates and contributes.	Identifies issues and participates. Takes action if appropriate.	Provides input. Coordinates, compiles, and produces reports as required.
Staff			Shared responsibility for creating a learning environment for students and self.		Participates and contributes as appropriate.	Participates and contributes.	Participates and contributes as appropriate.	Participates and contributes.	Participates and contributes.	
Office of Institutional Research	Assists by providing data if requested by faculty.	Provides data/information as necessary for review. Assists in collecting and compiling data.	Collects and provides data, for assessment of student learning. Assists faculty in assessment efforts. Reports in aggregate.		Assists in process design and in data collection and analysis. Stores data. Provides data/information. Assists in collecting, compiling, and analyzing data.	Assists in process design and in data collection and analysis. Stores data. Assesses review process.	Provides data and analysis as required.	Provides data and analysis as required. Responsible for mandated data portfolio. Participates and contributes.	Identifies issues and participates. Provides data and data collection instruments as needed.	Coordinates, compiles, and produces external reports as required. Participates as required.
Associate Vice President for Assessment and Quality Assurance	Assists with methods for classroom research and assessment, if requested by faculty.	Provides expertise to enhance quality of information gathered. Leads discussion; not directive. Educates; enhances quality.	Provides leadership for coordinating university wide assessment of student learning.		Assists in design of assessment strategies. Supports assessment initiatives.	Assists with assessment elements as requested. Ensures focus on student learning in reviews.	Assists with assessment elements as requested.	Coordinates assessment efforts in accordance with WASC standards.	Identifies assessment issues and participates in planning.	Coordinates, compiles, and produces external reports related to assessment, as requested.
Assessment Leadership Team			Provides advice regarding improvement of assessment practices. Review results from university-wide assessment and makes recommendation. Assists in evaluating the effectiveness of the university's assessment program.		Assists in evaluating the process.	Assists in evaluating the process.		Participates and contributes.	Identifies issues and participates. Advises action as appropriate.	Provides input.

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Vice Provost	Encourages; supports.	Encourages; supports.	Encourages and supports.		Manages process, reports results as required, and archives. Supports implementation of recommendations as appropriate. Assesses review process.	Takes action as needed.	Serves as institutional officer for accreditation.	Serves as accreditation Liaison Officer. Coordinates process. Coordinates self study.	Identifies issues and participates.	Coordinates, compiles, and produces external reports as required.
Provost	Encourages; supports.	Encourages; supports.	Encourages and supports.	Implements required process.	Reviews results with dean and faculty. Implements results and recommendations. Supports process. Considers in budgetary allocations.	Reviews. Implements. Takes action. Manages process. Assesses review process.	Reviews. Implements. Takes action.	Monitors performance. Provides leadership in meeting standards. Oversees coordination of the process.	Identifies issues and participates. Takes action if needed.	Oversees reporting process. Approves reports before submission.
President's Executive Cabinet			Leads and supports.			Reviews. Implements. Takes action. Manages process. Assesses review process.		Leads for respective units.	Identifies issues and participates. Takes action if needed.	Oversees reporting process. Approves reports before submission.
President	Encourages; supports.	Encourages; supports.	Leads and supports.	Leads and supports.	Ensures consideration in budgetary allocations	Leads and considers findings.	Leads.	Leads.	Leads.	Leads.

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