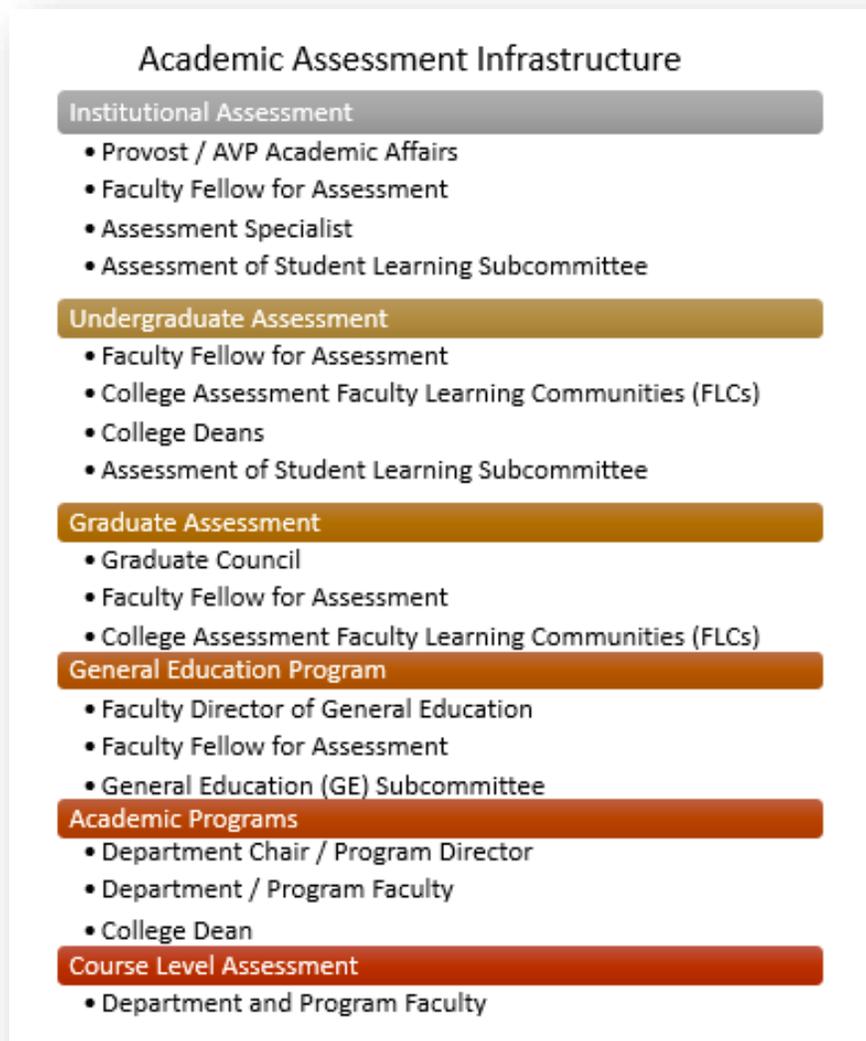


# Assessment Roles, Responsibilities and Resources

## Academic Affairs Assessment Infrastructure

The Provost and Vice President for Academic Affairs provides leadership for Academic Affairs Assessment. As outlined in the Principles for Assessment of Student Learning, faculty maintain primary responsibility for assessment. As displayed below, the foundation of assessment begins at the course level.

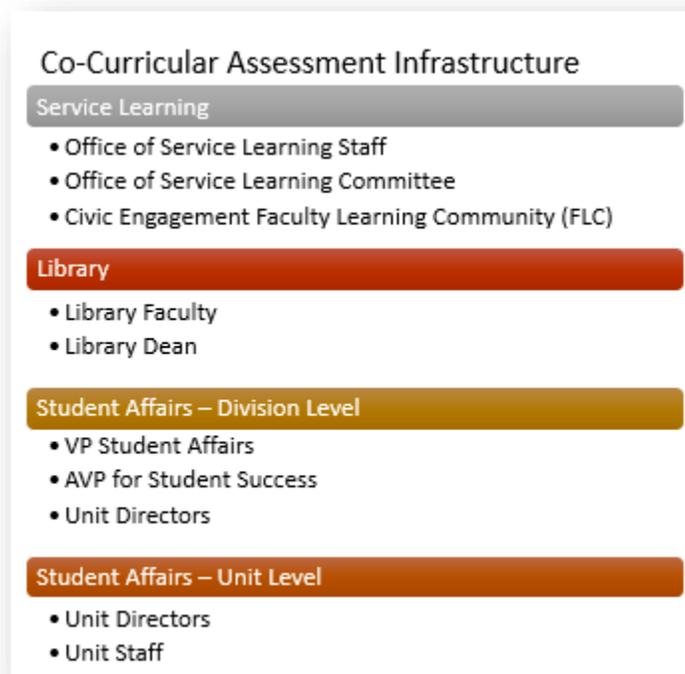


# Assessment Roles, Responsibilities and Resources

## Co-Curricular

Academic co-curricular programs (Library and Service Learning) utilize the Support Unit Review process. Annual assessment processes include administration of surveys and review by program faculty and Steering Committees. [Library](#) and [Service Learning](#) annual assessment reports are posted to their corresponding websites.

The Division of Student Affairs utilizes a specialized assessment system for its co-curricular programs, the Council for the Advancement of Standards in Higher Education (CAS). CAS is used to guide assessment on professional standards in alignment with identified program outcomes. CAS reporting occurs via Campus Labs with Executive Summaries posted to the Student Affairs Assessment website.



## Assessment Roles, Responsibilities and Resources

### Assessment Roles, Responsibilities and Resources

Stanislaus State has conducted evaluations of the University’s assessment and review processes, making adjustments to improve those processes, including adding infrastructure and support identified gaps between program-level and institutional-level assessment. Table A below displays the University’s centrally allocated personnel infrastructure dedicated to assessment, with the corresponding time base dedicated to assessment associated with the position. In total, this infrastructure reflects an annual budget of more than \$500,000. Beyond this central commitment, the four academic colleges allocate additional resources in response to individual program need.

Table A: *Assessment Roles, Responsibilities, and Time Base*

Position	Role/Responsibilities	Compensated Time Base
Faculty Fellow for Assessment	Provides support to individual programs in the development of annual reports and/or APRs; works closely with the College Assessment FLCs; works with GE Subcommittee in the assessment of the GE program and developing corresponding reports; works with Graduate Council in the assessment of graduate education at the institutional level and developing corresponding reports; engages in the review of existing campus processes in coordination with ASL Subcommittee and the Office of Assessment; works with the Assessment Specialist to improve reporting requirements and program and institutional-level assessment processes based on feedback.	.45 FTE
Assessment Specialist	Provides support to individual programs in the development of course and program learning outcomes, and the development of annual reports and/or APRs; coordinates university-wide assessment efforts including the annual reporting and academic program review process. This coordination includes support and resources in the form of professional development, website resources, and management of the campus Accountability Management system, Campus Labs.	1 FTE
Academic Program Review Coordinators (1 per program)	Coordinates and writes the APR for the academic program.	.1 FTE in Year 6 of the APR cycle
External Reviewers for APRs and SURs	Serve as external consultants from other universities for individual programs.	1 day
Core Competencies FLCs	FLCs are developing resources, including methods and tools, available to faculty across all programs that can be incorporated into coursework and/or program-level assessment.	Facilitators = 5 days Members = 3 days

## Assessment Roles, Responsibilities and Resources

Position	Role/Responsibilities	Compensated Time Base
General Education Assessment Council (GEAC)	Development of an assessment plan for General Education based on the recently approved GE Goals and Outcomes. The draft assessment plan process includes a mechanism for GE course certification and recertification. Makes recommendations to GE Subcommittee for consideration and implementation, through its reporting structure to UEPC.	Facilitator =Faculty Director of General Education Members = 4 days
Faculty Director of General Education	Facilitates the work of the General Education Assessment Council in the development of an assessment plan for General Education and development of the General Education Academic Program Review. Acts as liaison between GEAC and faculty governance.	
College Assessment FLCs	Reviews annual reports and APRs across all programs within their respective colleges, and then by facilitation from the Faculty Fellow, the College FLCs make observations across the colleges and report observations to Academic Affairs leadership.	Facilitators = 5 days Members = 3 days
Office of Institutional Research	Institutional Research (IR) serves the university community, both academic and administrative units, by providing accurate, relevant, and timely information in support of institutional effectiveness, decision making, and planning. IR provides analytical support to the administration and the academic community in areas of program assessment, accreditation, Academic Program Review, and strategic planning, including the design and development of surveys, primary data collection, and the secondary analysis of data.	5 FTE
Associate Vice President for Academic Affairs (AVPAA)	With the Office of Assessment reporting to the AVPAA, the AVP participates in regular meetings with the Faculty Fellow for Assessment and the Assessment Specialist, participates in College FLC facilitator meetings, and other key activities pertaining to program-level and institutional-level assessment. The AVP ensures resources are available to maintain adequate infrastructure for sustained, meaningful processes.	.1 FTE