

2023-2024 Program-Level Assessment Reporting in the Cloud! ☁️ (AMS)**

Franz H. Reneau, Ph.D.
Office of Academic Effectiveness

Franz.reneau@gatech.edu

Agenda

- Why this work is important
- Key Dates
- Overview of Assessment
- Review of the Planning Elements in AMS
- Navigating the Assessment Reporting Workspace for the **2023-2024 Assessment Cycle**
 - *Key Reminders for Summary of Actual Results*
 - *Use Results to Improve Outcome Section of the Report*
- Navigating the Continuous Improvement Action Plan Workspace
- Submitting 2023-2024 Assessment Reports
- SACSCOC decennial review update
- Q&A



Why this work is important !!!

- **Focus on what students know and are able to do** - The big-picture view helps to identify if the program is achieving its intended learning outcomes.
- **Identify strengths and areas for improvement**
- **Improves curriculum and instruction** – Allows for targeted adjustments/interventions to better support student learning
- **Benefits students** – Ensures students receive a high-quality education that positions them for sustainable excellence in their chosen field.
- **Demonstrate program effectiveness**
 - *Internal and external stakeholders to include accrediting bodies*
 - *Strengthens the program reputation*
- **Promotes continuous quality improvement**



Key Dates

May 31, 2024

Annual Assessment Reports Due to Office of Academic Effectiveness

May 13-23, 2024

One-On-One opportunities to connect to discuss your 2023-2024 assessment report



Overview of Assessment

What is Assessment?

Assessment is a **systematic process of gathering, analyzing, and interpreting evidence** to determine the extent to which outcomes meet established expectations (*Suskie, 2004*).

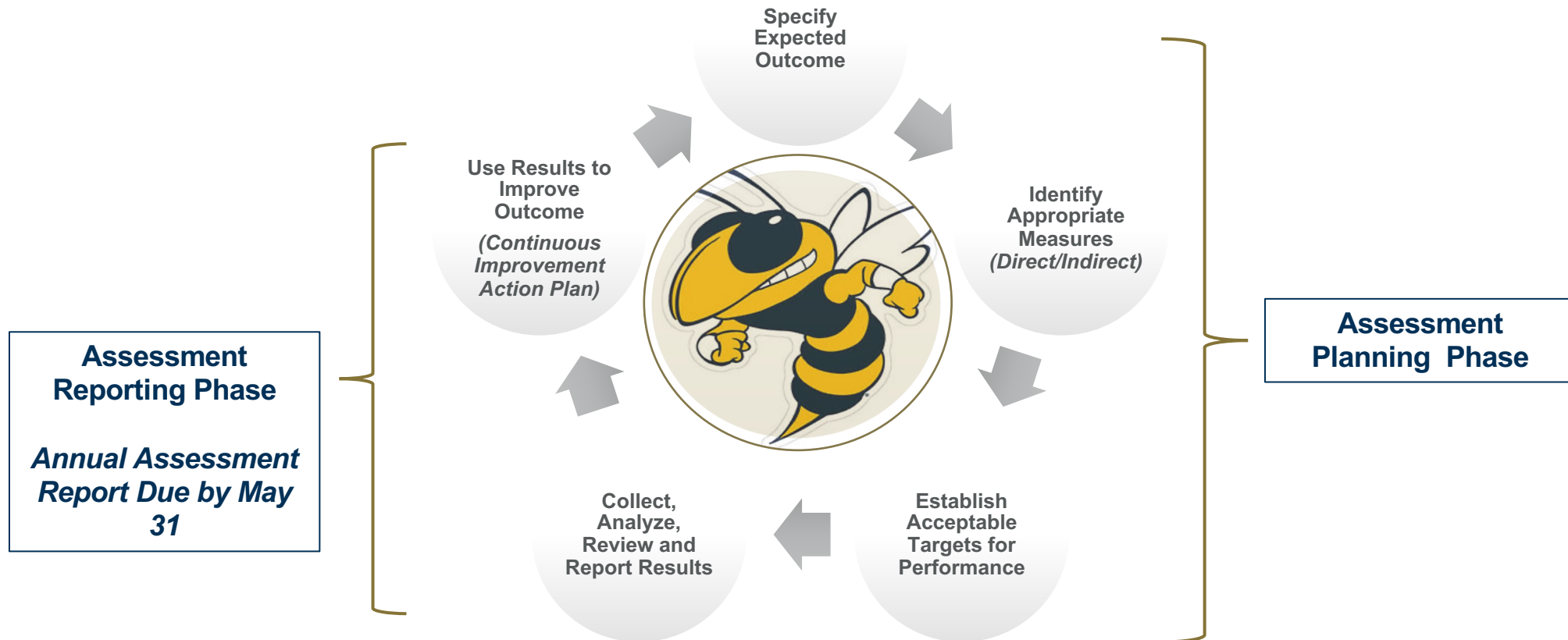
“Educational assessment is at heart an exercise in evidentiary reasoning. From a handful of things that students say, do, or make, we want to draw inferences about what they know, can do, or have accomplished more broadly.” (Mislevy & Riconscente, 2005, p. iv).

What is a Program Level Student Learning Outcome

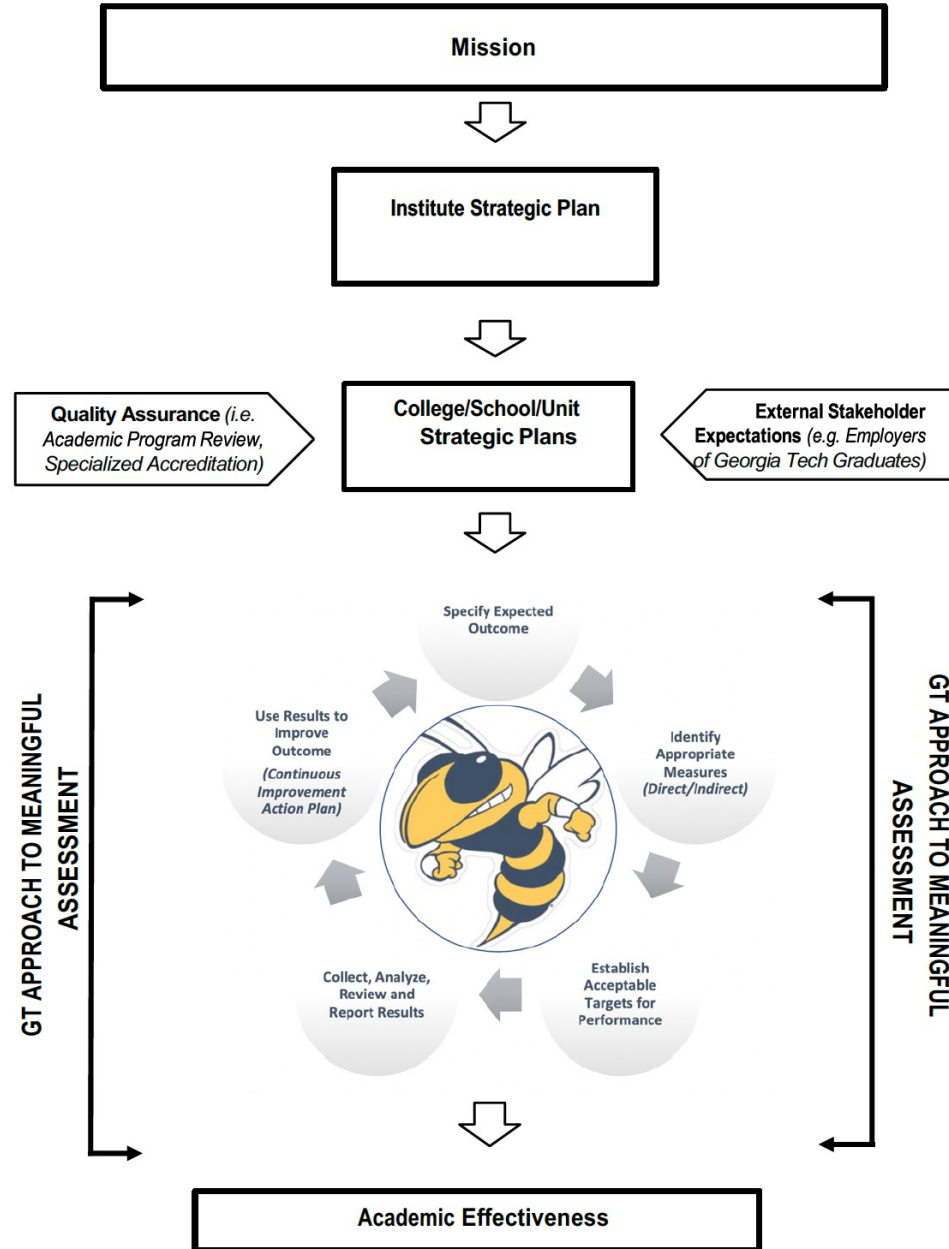
Specified knowledge, skills, abilities or attitudes that students are expected to attain by the end of a program of study.



Approach to Meaningful Assessment



Academic Effectiveness Framework for Meaningful Outcomes Assessment



Key Components of Assessment Process Unpacked

Step 1: Specify Expected Outcomes

The outcome should specify the knowledge, skills, abilities or attitudes that students are expected to attain by the end of the program of study.

Step 2: Identify Appropriate Measures

- *Direct Assessment Measures:* Captures students' actual performance in a way that demonstrates that specific learning has taken place.
- *Indirect Assessment Measures:* Captures student's perceptions of their learning.

Step 3: Establish Acceptable Targets for Performance Aligned with Each Measure/Method

The expected level of performance or the benchmark indicator for success.

Step 4: Collect, Analyze, Review and Report Results

A descriptive summary of the data collected at the measure level in alignment with the outcome. The summary should include where appropriate the specific percentage and sample size in alignment with the target for performance.

Step 5: Use Results to Improve Outcome (Continuous Improvement Action Plan)

Facilitates data-driven program improvement by documenting data usage in reports and generating actionable insights.



Assessment Toolkit:

<https://academic effectiveness.gatech.edu/assessment-toolkit>

Accessing the Cloud-Based Assessment Management System



Link to AMS & Assessment Toolkit

 **taskstream** by Watermark™

Welcome to Taskstream by Watermark

Sign In

Sign In

[Forgot Login?](#)

[Create/Renew Account](#)

[Get Help](#)

Link to GT AMS

<https://w.taskstream.com/cas/login?partnerId=uafjff9eu>

Assessment Toolkit



Assessment Basics



Developing Student Learning Outcome Statements



Assessment Measures



Annual Plan & Report Submission Portal



Assessment Templates



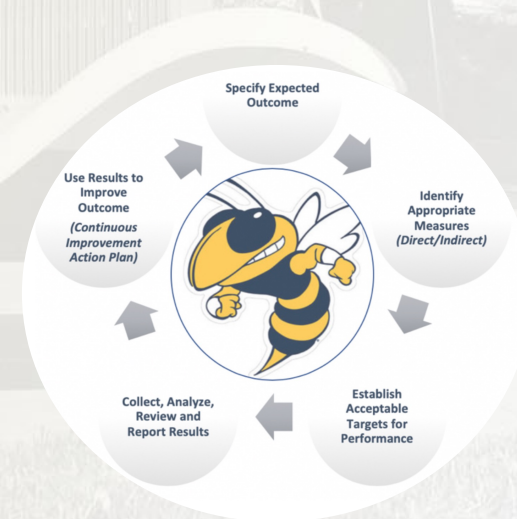
Assessment Resources

Link to Assessment Toolkit

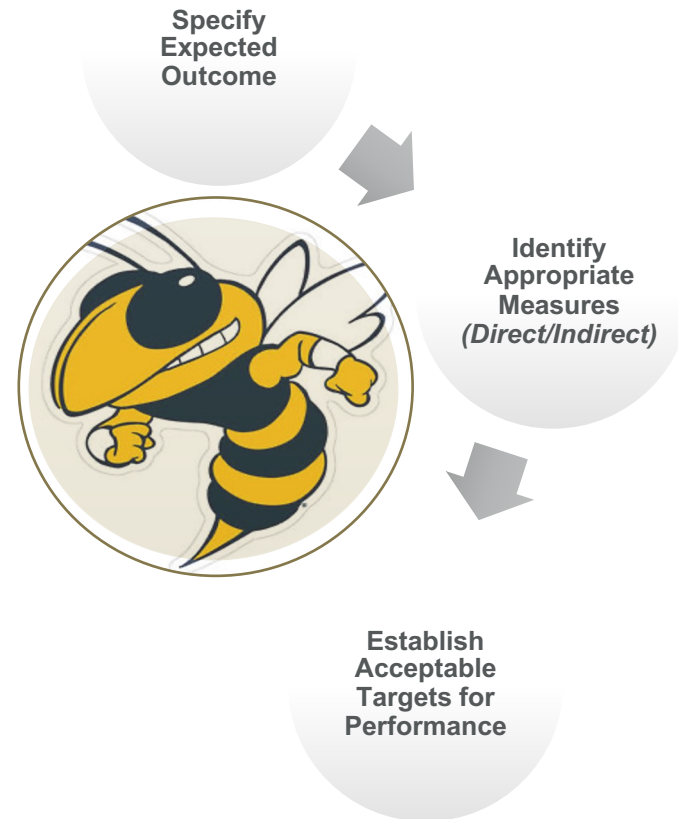
<https://academiceffectiveness.gatech.edu/assessment-toolkit/>

SSO – Use your GT credentials to access the system

Review of the Planning Elements in AMS



Review of the Assessment Planning Phase



Review of the Assessment Planning Phase Cont...

The screenshot shows the Georgia Tech Assessment Management System (AMS) interface. The top navigation bar is blue and contains the Georgia Tech logo, a menu with options like HOME, SHARED RESOURCES, LOCATOR, MESSAGES, RESOURCE TOOLS, and ANALYTICS, and user links for My Account and Help. The taskstream logo is in the top right corner.

Greetings

Welcome to Georgia Tech Assessment Management System (AMS). This system has been customized to help programs and units more effectively and efficiently document and report assessment activities in a spirit of continuous improvement. The Office of Academic Effectiveness looks forward to working with you to leverage the system to document and tell your story.

Office of Academic Effectiveness
<https://academiceffectiveness.gatech.edu/>

Workspaces

Assigned Workspaces Preview Mode All Access Mode

Review

- **Items requiring review**
 - Reviews to be reconciled
 - Reviews to be released
 - View all submissions

AMS Coordinator

- Workspace tools
- Announcements
- Manage resources
- Organization goals editor

Communications

- **Messages**

Need Assistance?

Contact Taskstream:
✉ help@taskstream.com
👤 [Request Online Support](#)
☎ 1.800.311.5656

[Visit the Taskstream Blog](#)

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AMS: Single-Sign-On System
<https://w.taskstream.com/cas/login?partnerId=uafjff9eu>

Accessing Your Degree Program Workspace

Greetings

Welcome to Georgia Tech Assessment Management System (AMS). This system has been customized to help programs and units more effectively and efficiently document and report assessment activities in a spirit of continuous improvement. The Office of Academic Effectiveness looks forward to working with you to leverage the system to document and tell your story.

Office of Academic Effectiveness
<https://academiceffectiveness.gatech.edu/>

Workspaces - All Access Mode

Assigned Workspaces Preview Mode All Access Mode

Ivan allen

Search

Clear

Academic Program Assessment » Ivan Allen College of Liberal Arts » Interdisciplinary Degree/Certificate Programs in Ivan Allen

Bachelor of Science in Economics and International Affairs (3020101)

- select report -

Go

Assessment Planning and Reporting For Academic Degree Programs

Select Assessment Planning and Reporting for Academic Degree Programs to access the workspace for your degree program.

Interdisciplinary Degree/Certificate Programs in Ivan Allen

Languages (30999902)

- select report -

Go

Academic Program Assessment » Ivan Allen College of Liberal Arts » Interdisciplinary Degree/Certificate Programs in Ivan Allen

Bachelor of Science in International Affairs and Modern Language (30999901)

- select report -

Go

Assessment Planning and Reporting For Academic Degree Programs

Review of the Assessment Planning Phase Cont...

The screenshot shows a web interface for assessment planning. On the left is a sidebar with a tree view of assessment cycles and documents. The main area displays the 'Assessment Plan' for the selected cycle, with a 'Work In Progress' status bar at the top. A 'CHECK OUT' button is visible in the top right corner. Two callout boxes provide instructions: one points to the 'CHECK OUT' button, and another points to the 'Assessment Plan' item in the 2023-2024 cycle.

2020-2021 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2021-2022 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2022-2023 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2023-2024 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

Assessment Plan

VIEW LOG WORD PDF PRINT SHARE ? CHECK OUT

Work In Progress

- Directions
- Review Method

Program Mission Statement

Measures

Check Out workspace to edit and add content

Select Assessment Plan in the 2023-2024 workspace

Review of the Assessment Planning Phase Cont...

Supporting For Academic Degree Programs

Edit Content Discussion Submission & Read Reviews Publish Options & Info

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

Work Not Started Checked out : 11/17/2021 04:50:01 PM (EST)
Checked out to : Georgia Institute of Technology Manager

▼ Directions

Use this space to document your program's or department's assessment plan for the current assessment cycle.

[Print](#)

To begin, please **Check Out** this requirement. Select either the Create New Assessment Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Select Set and select the Select Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to assess this cycle and then select the specific outcomes you wish to assess by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome that was selected, you will see an Add New Measure button. To add an assessment measure to an outcome, click this button, complete the required fields and press the Continue button. Once a measure has been added you may add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Repeat this process for any and all subsequent measures that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you are finished.

▶ Review Method

CREATE NEW ASSESSMENT PLAN

COPY EXISTING PLAN AS STARTING POINT



Select **“Copy Existing Plan as a Starting Point”** to import your Assessment Plan from the 2022-2023 cycle.

Review of the Assessment Planning Phase Cont...

ting For Academic Degree Programs

Edit Content

Discussion

Submission & Read Reviews

Publish

Options & Info

Select an existing Plan starting point

Directions: Select an existing plan as a starting point for your new plan. You will be able to modify this plan after copying it.

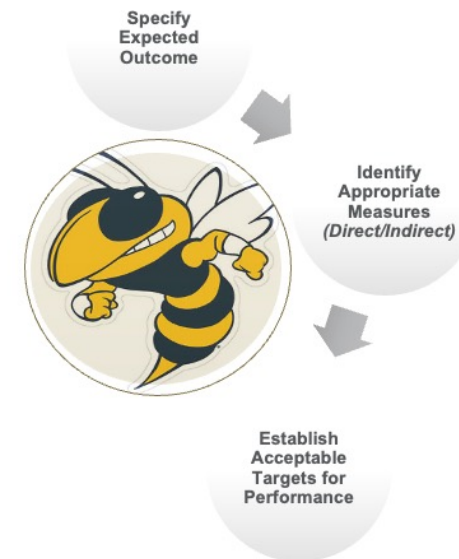
Existing Plan:

Select here to copy your 2022-2023 Assessment Plan then click Submit.

- Assessment Planning and Reporting For Academic Degree Programs**
2022-2023 Assessment Cycle: Assessment Plan [[Plan](#)]
(last modified : 09/19/2023)
- Assessment Planning and Reporting For Academic Degree Programs**
2021-2022 Assessment Cycle: Assessment Plan [[Plan](#)]
(last modified : 09/14/2023)
- Assessment Planning and Reporting For Academic Degree Programs**
2020-2021 Assessment Cycle: Assessment Plan [[Plan](#)]
(last modified : 10/17/2021)

Cancel

SUBMIT



Review of the Assessment Planning Phase Cont...

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

development in almost all subfields of computer science and successful graduate study in computer science or related discipline

▼ Measures

Show Descriptions Select Set

▼

Outcome: ABET Outcome 1 Add New Measure
Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

▼ **Measure: Measure 1:1** Edit Remove
Direct - Exam

If "Direct-Other" or "Indirect-Other" use

Final Exam Test Items
Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problem outcome.

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or ex

Supporting Attachments:
Add/Edit Attachments and Links

Be reminded that at the measure level you have the ability to upload supporting documents (e.g., scoring rubrics, surveys etc.)

You will now be able to edit the measures and performance targets as appropriate.

Subset of Existing Outcomes or New Outcome(s)

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

development in almost all subfields of computer science and successful graduate study in computer science or related discipline

▼ **Measures**

Show Descriptions

▼ **Bachelor of Science in Computer Science (11010101) Outcome Set**

Outcome

Outcome: ABET Outcome 1
Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

Select Set

Click "Select Set"

▼ **Measure: Measure 1:1** Edit Remove
Direct - Exam

If "Direct Other" or "Indirect Other" is selected, please specify measure:
Measure details: Final Exam Test Items
Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problems. All exam question are aligned with the outcome.

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or excellent" on the final exam test items.

Supporting Attachments:
Add/Edit Attachments and Links

Subset of Existing Outcomes or New Outcome(s)

Workspace :Assessment Planning and Reporting For Academic Degree Programs

Edit Content | Discussion | Submission & Read Reviews | Publish | Options & Info

EXPAND ALL | COLLAPSE ALL

Select outcome sets for Measure

SELECT EXISTING SET | ACCEPT AND RETURN TO PLAN

General Information

- Program Specific Information
 - Program Mission Statement
 - Expected Program-Level Student Learning Outcomes
 - Curriculum Map
- 2020-2021 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2021-2022 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2022-2023 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan

Bachelor of Science in Computer Science (11010101) Outcome Set (Outcomes)

Include All Remove Set

Outcome

Important: If you are adding new outcomes for the first time, this will need to be done in the "Expected Program-Level Student Learning Outcomes" workspace under "Program Specific Information."

<input type="checkbox"/>				Hide
<input checked="" type="checkbox"/>	ABET Outcome 3 Q Communicate effectively in a variety of professional contexts	No Mapping		Hide
<input checked="" type="checkbox"/>	ABET Outcome 4 Q Recognize professional responsibilities and make informed judgements in computing practice based on legal and ethical principles	No Mapping		Hide
<input checked="" type="checkbox"/>	ABET Outcome 5 Q Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline	No Mapping		Hide
<input checked="" type="checkbox"/>	ABET Outcome 6 Q Apply professional knowledge and skills to current and future computing practice	No Mapping		Hide

Select "Accept and Return to Plan"

Select outcome(s) that will be assessed in the current assessment cycle

Review of the Assessment Planning Phase Cont...

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

development in almost all subfields of computer science and successful graduate study in computer science or related discipline

▼ Measures

Show Descriptions Select Set

▼ Bachelor of Science in Computer Science (11010101) Outcome Set

Outcome

Outcome: ABET Outcome 1 Add New Measure

Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

▼ Measure: Measure 1:1 Edit Remove

Direct - Exam

If "Direct-Other" or "Indirect-Other" is selected, the measure will be used for the assessment.

Final Exam Test Items

Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problem.

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or excellent"

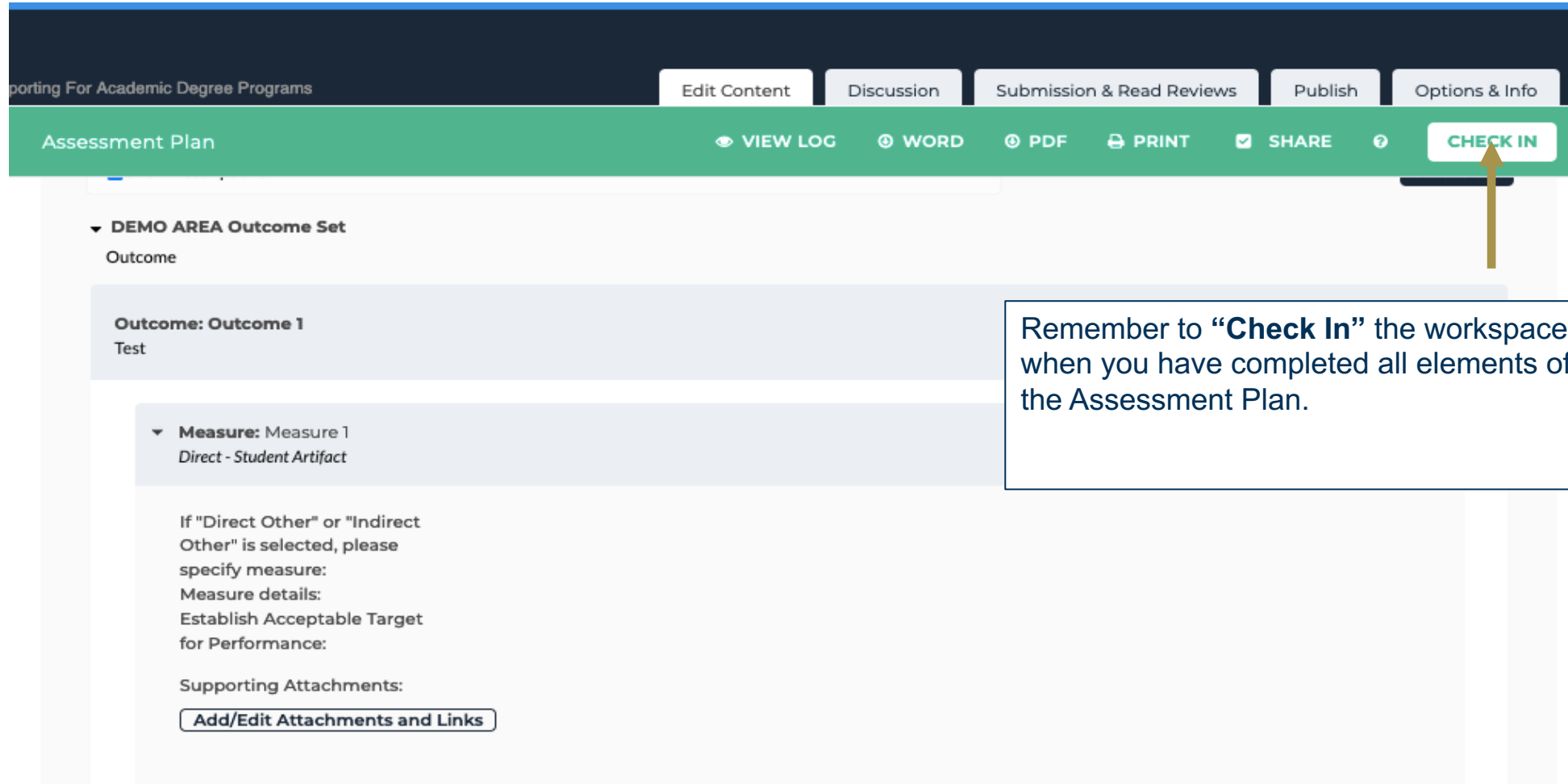
Supporting Attachments:

Add/Edit Attachments and Links

Be reminded that at the measure level you have the ability to upload supporting documents (e.g., scoring rubrics, surveys etc.)

You will now be able to edit the measures and performance targets as appropriate.

Review of the Assessment Planning Phase Cont...



The screenshot shows a web interface for assessment planning. At the top, there is a dark blue header with the text 'Supporting For Academic Degree Programs' on the left and a row of buttons: 'Edit Content', 'Discussion', 'Submission & Read Reviews', 'Publish', and 'Options & Info'. Below this is a green navigation bar with the text 'Assessment Plan' on the left and a row of icons and buttons: 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and 'CHECK IN'. A brown arrow points to the 'CHECK IN' button. The main content area is titled 'DEMO AREA Outcome Set' and contains a tree view with 'Outcome' and 'Test' sections. Under 'Test', there is a 'Measure: Measure 1' section with the sub-section 'Direct - Student Artifact'. Below this, there is a text area with instructions: 'If "Direct Other" or "Indirect Other" is selected, please specify measure: Measure details: Establish Acceptable Target for Performance:'. At the bottom of this section is a button labeled 'Add/Edit Attachments and Links'.

Remember to “**Check In**” the workspace when you have completed all elements of the Assessment Plan.

Navigating the Assessment Reporting Workspace for the 2023-2024 Assessment Cycle

Assessment Reporting Phase

Use Results to Improve Outcome
(Continuous Improvement Action Plan)



Collect, Analyze, Review and Report Results

**Reminder: 2023-2024
Assessment Reports are due by
May 31**

Navigating Reporting in AMS

The screenshot displays the AMS interface. On the left, a sidebar lists assessment cycles: 2020-2021, 2021-2022, 2022-2023, and 2023-2024. The 2023-2024 cycle is circled in gold, with an arrow pointing to a callout box. The main content area shows the 'Assessment Plan' workspace, which is highlighted in yellow and labeled 'Work In Progress'. At the top right, there are buttons for 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and 'CHECK OUT'. An arrow points from the 'CHECK OUT' button to another callout box. The workspace content includes expandable sections for 'Directions', 'Review Method', 'Program Mission Statement', and 'Measures'.

Assessment Plan

VIEW LOG WORD PDF PRINT SHARE CHECK OUT

Work In Progress

- ▶ Directions
- ▶ Review Method
- ▶ Program Mission Statement
- ▶ Measures

2020-2021 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2021-2022 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2022-2023 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2023-2024 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

Remember to Check Out workspace to edit and add content.

You will be working in the 2023-2024 Assessment Cycle workspace. Select **Assessment Report** to complete your **2023-2024 assessment report**.

Navigating Reporting Cont...

▼ **Actual Result per Measure**

** Show Measures Show Descriptions Show Full Action Details

▼ **Bachelor of Science in Computer Science (11010101) Outcome Set**

Outcome

Outcome: Outcome 1
Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

▼ **Measure: Measure 1:1**
Direct - Exam

If "Direct Other" or "Indirect Other" is selected, please specify measure:
Measure details: Final Exam Test Items
Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problems

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or excellent" on the final exam test items.

Actual Results for Measure 1:1 Add Actual Results

No Actual Results Added

Select "Add Actual Results" to enter your assessment results for each measure.

Navigating Reporting Cont...

Edit Content Discussion Publish Options & Info

Actual Results for Measure 1:1
Outcome: Outcome 1 (Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions)

Please enter the findings for this measure.
* Required Fields

* Summary of Actual Results:

Use Results to Improve Outcome:

Acceptable Target Achievement:

Final Exam Test Items Using a scoring rubric for pre-selected final exam questions result discrete math concepts to solve computing problems

Target Performance Level not achieved or performance decreased or remained the same

Target Performance Level not achieved but improvements realized when compared to previous assessment

Target Performance Level Achieved

Cancel Check Spelling SUBMIT

In the space provided, add a summary of your actual results in relation to your target performance level for the measure. Be specific to include sample size.

Note: For degree programs with on-line and or multi-campus locations, separate actual results by location/modality.

In the space provided, discuss how the assessment results were used to enhance/strengthen the outcome. Here are some key aspects to consider incorporating in your narrative:

- **Dissemination and Discussion:** Describe the process of sharing the assessment results. Who were they presented to? (e.g., faculty, staff, students, stakeholders) How were they discussed? (e.g., meetings, workshops, reports)
- **Actionable Insights:** Explain the key learnings gained from analyzing the data (intelligence gained). What specific aspects of the program did the assessment results illuminate?
- **Improvement Strategies:** Detail the concrete actions taken to address identified areas for improvement. How were the results used to inform improvements?

Note: This section must be populated with content.

Select the appropriate performance outcome for the measure.

Once completed, select **Submit** and proceed to adding the actual results for other measures in the assessment report.

Why “Use Results to Improve Outcome” Section is Important

- It helps to document what the program did with the data that were collected and reported.
- It provides evidence of how the program used the results for seeking improvements.
- Good assessment practice
- Key element for accountability with our institutional accreditor



Example "Use Results to Improve Outcome" narrative

Example 1: The target performance level was achieved for this measure. A review of results for the last three assessment cycles shows consistent performance. While the program is satisfied with performance, we will stretch our performance target from 90% to 93% in the next assessment cycle and continue to reinforce multivariate statistical skills in ABC 1234 course. Additionally, the scoring rubric will undergo internal review to ensure that each performance element is clearly described for consistency in scoring.



Example 2: The program tried something new this assessment cycle. Past performance has been favorable, but for the first time we disaggregated our results at the measure level by gender for the key direct assessment used. To our surprise, females were significantly outperforming males. This stimulated deep discussions among faculty to better understand what might be occurring. The program decided to collect more data to try to better understand what might be occurring. Over the course of the next assessment cycle, the program will conduct focus groups with students and put systems in place to further disaggregate the performance data by race ethnicity.



Navigating Reporting Cont...

Actual Results for Measure 1 Edit Remove

Summary of Actual Results: 100% of students (n=25) received a minimum score of 75% on the exam questions that map to the outcome.

Results : Acceptable Target Achievement: Target Performance Level Achieved

Use Results to Improve Outcome: The results were reviewed with faculty during the quarterly assessment update. Faculty noticed improvements in students performance on this measure when compared to the previous assessment cycle. This they believe was as a result of the new content that was added to the course to strengthen students skills.

Substantiating Evidence:

[Add/Edit Attachments and Links](#)

Reminder: You have the ability at the results level to add any supporting documents.

Navigating Reporting Cont...

The screenshot displays a software interface with a dark blue header. Below the header, there are five light blue buttons: 'Edit Content', 'Discussion', 'Submission & Read Reviews', 'Publish', and 'Options & Info'. A green horizontal bar contains several icons and text: an eye icon for 'VIEW LOG', a document icon for 'WORD', a document icon for 'PDF', a printer icon for 'PRINT', a square icon for 'SHARE', and a question mark icon. To the right of these icons is a white button with the text 'CHECK IN'. Below the green bar is a yellow bar containing the text: 'Checked out : 04/26/2022 04:22:44 PM (EDT)' and 'Checked out to : Georgia Institute of Technology Manager'. A brown arrow points from the 'CHECK IN' button down to the yellow bar.

assessments for this cycle. Please attach any relevant reports or other evidence to substantiate findings based on your analysis of the findings.

Each outcome and measure that was entered in the assessment plan, the system will automatically generate an 'Add Findings' button. To add assessment findings to your workspace, click this button. Once findings have been added, you may add any attachments or weblinks to that measure to provide evidence. **On the LAT platform to collect and assess student artifacts, you will also be able to import LAT requirements and subsequent measures that you wish to add.** In order for others to access this requirement you will

Remember to **“Check In”** workspace when you finish entering all assessment results.

Navigating the Continuous Improvement Action Plan in the 2023-2024 Workspace

*It's all about
Continuous
Improvement - it is
the GT way!!!*



Navigating the Continuous Improvement Action Plan Cont...

Assessment Plan

VIEW LOG WORD PDF PRINT SHARE CHECK OUT

Work In Progress

- ▶ Directions
- ▶ Review Method

▶ Program Mission Statement

▶ Measures

2020-2021 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2021-2022 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2022-2023 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2023-2024 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

The “**Continuous Improvement Action Plan**” should be **tied** to the results that you reported in this cycle. This section is designed for you to include your action plans for improvement. These are the actions that you plan to operationalize in the **2024-2025 assessment cycle** for improvement.

Important - Not every outcome will likely have an improvement plan; however, we expect to see some efforts for seeking improvement in this section.

Navigating the Continuous Improvement Action Plan Cont...

The screenshot shows a web interface for a 'Continuous Improvement Action Plan'. At the top, there is a navigation bar with the title 'Continuous Improvement Action Plan' on the left and several action buttons: 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and a green 'CHECK OUT' button. Below the navigation bar is a yellow banner with the text 'Work Not Started'. Underneath the banner, there are two main sections: 'Directions' and 'Review Method'. The 'Directions' section contains a paragraph of instructions and a 'Print' link. A callout box with a blue border and white background is positioned over the 'Print' link and the 'CHECK OUT' button. The callout box contains the text: 'Remember to "Check Out" workspace to add content.' An arrow points from the callout box to the 'CHECK OUT' button. At the bottom of the page, there is a light blue banner with a lightbulb icon and the text: 'Start working by clicking Check Out above.'

Continuous Improvement Action Plan

VIEW LOG WORD PDF PRINT SHARE ? CHECK OUT

Work Not Started

▼ Directions

Use this space to document the actions you plan to take based on the analysis of your assessment findings.

To begin, please **Check Out** this requirement. Select either the Create New Continuous Improvement Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to document an action with this outcomes you wish to add an action to by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome Add New Action button. To add an action to an outcome, click this button, complete the required fields and press the Continue button. Once add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Return subsequent actions that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you

Print

Remember to "Check Out" workspace to add content.

▶ Review Method

💡 Start working by clicking Check Out above.

Navigating the Continuous Improvement Action Plan Cont...

Continuous Improvement Action Plan VIEW LOG WORD PDF PRINT SHARE ? CHECK IN

Work Not Started Checked out : 04/06/2023 06:19:31 PM (EDT)
Checked out to : Georgia Institute of Technology Manager

▼ Directions

Use this space to document the actions you plan to take based on the analysis of your assessment findings. Print

To begin, please **Check Out** this requirement. Select either the Create New Continuous Improvement Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Select Set and select the Select Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to document an action with this cycle and then select the specific outcomes you wish to add an action to by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome that was selected, you will see an Add New Action button. To add an action to an outcome, click this button, complete the required fields and press the Continue button. Once an action has been added you may add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Repeat this process for any and all subsequent actions that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you are finished.

▶ Review Method

CREATE NEW OPERATIONAL PLAN

COPY EXISTING PLAN AS STARTING POINT



Important: Select **“Create New Operational Plan”** to begin the process of building out your **Continuous Improvement Action Plan**.

Navigating the Next Continuous Improvement Action Plan Cont...

▼ Directions

Use this space to document the actions you plan to take based on the analysis of your assessment findings.

[Print](#)

To begin, please **Check Out** this requirement. Select either the Create New Continuous Improvement Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Select Set and select the Select Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to document an action with this cycle and then select the specific outcomes you wish to add an action to by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome that was selected, you will see an Add New Action button. To add an action to an outcome, click this button, complete the required fields and press the Continue button. Once an action has been added you may add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Repeat this process for any and all subsequent actions that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you are finished.

▶ Review Method

▼ Actions

Select Set

“**Select Set**” to access the outcomes you will provide improvement plans for that will be operationalized in the **2024-2025 assessment** cycle.

Navigating the Next Continuous Improvement Action Plan Cont...

Workspace :Assessment Planning and Reporting For Academic Degree Programs

EXPAND ALL COLLAPSE ALL

Select outcome sets for Measure

SELECT EXISTING SET ACCEPT AND RETURN TO PLAN

General Information

- Program Specific Information
 - Program Mission Statement
 - Expected Program-Level Student Learning Outcomes
 - Curriculum Map

Outcome Sets

No outcome sets attached

Next "Select Existing Set"

Detailed description: This screenshot shows the 'Select outcome sets for Measure' step. The top navigation bar includes 'Edit Content', 'Discussion', 'Publish', and 'Options & Info'. A green header bar contains the title 'Select outcome sets for Measure' and two buttons: 'SELECT EXISTING SET' and 'ACCEPT AND RETURN TO PLAN'. On the left, a sidebar shows 'General Information' and 'Program Specific Information' with links to 'Program Mission Statement', 'Expected Program-Level Student Learning Outcomes', and 'Curriculum Map'. The main content area is titled 'Outcome Sets' and displays 'No outcome sets attached'. A callout box with an arrow points to the 'SELECT EXISTING SET' button, containing the text 'Next "Select Existing Set"'. The 'ACCEPT AND RETURN TO PLAN' button has a green checkmark icon.

Workspace :Assessment Planning and Reporting For Academic Degree Programs

EXPAND ALL COLLAPSE ALL

Import Outcome Set

Select an Existing Set in Bachelor of Science in Biology (26010102)

Bachelor of Science in Biology (26010102) Outcome Set (Learning Objectives & Outcomes) [View Set]

Cancel CONTINUE

Select your degree program.

Select Continue to access your Outcome Set.

Detailed description: This screenshot shows the 'Import Outcome Set' step. The top navigation bar includes 'Edit Content', 'Discussion', 'Publish', and 'Options & Info'. A green header bar contains the title 'Import Outcome Set'. The main content area shows a search filter 'Select an Existing Set in Bachelor of Science in Biology (26010102)'. Below this, a search result is displayed: 'Bachelor of Science in Biology (26010102) Outcome Set (Learning Objectives & Outcomes)' with a '[View Set]' link. At the bottom of the result are 'Cancel' and 'CONTINUE' buttons. Two callout boxes with arrows provide instructions: one points to the search filter with the text 'Select your degree program.', and another points to the 'CONTINUE' button with the text 'Select Continue to access your Outcome Set.' The 'CONTINUE' button is highlighted in blue.

Navigating the Next Continuous Improvement Action Plan Cont...

Select outcome sets for Measure SELECT EXISTING SET ✓ ACCEPT AND RETURN TO PLAN

Outcome Sets

Show Descriptions Show Mapping

▼ Bachelor of Science in Biology (26010102) Outcome Set (Outcomes)

Mapping	Outcome	Mapping	
<input type="checkbox"/>	Outcome 1 Q Students will be able to use effective graphic communication in biological sciences.	No Mapping	
<input type="checkbox"/>	Outcome 2 Q Students will be able to identify gaps/ limitations in current research knowledge through the review, filtering and synthesis of relevant literature.	No Mapping	Hide
<input type="checkbox"/>	Outcome 3 Q Students will be able to apply statistical reasoning to biological experiments.	No Mapping	Hide
<input type="checkbox"/>	Outcome 4 Q Students will be able to apply disciplinary knowledge and skills in the design and implementation of research-based experiments	No Mapping	Hide

Once you have selected the outcome(s), select “**Accept and Return to Plan.**”

You will now have the ability to select the specific outcome/outcomes that you will develop Continuous Improvement Action Plan(s) based on the assessment results that will be operationalized in the **2024-2025 assessment cycle.**

Navigating the Next Continuous Improvement Action Plan Cont...

Continuous Improvement Action Plan

VIEW LOG WORD PDF PRINT SHARE CHECK IN

Work In Progress

Checked out : 04/25/2021 01:27:49 PM (EDT)
Checked out to : Georgia Institute of Technology Manager

▸ Directions

▼ Actions

Show Descriptions Show Full Actual Results Details Select Set

▼ Bachelor of Science in Biology (26010102) Outcome Set

Outcome

Outcome: Outcome 1 Add New Action
Students will be able to use effective graphic communication in biological sciences.

No actions specified

Select here to add your improvement action plan.

Note: These are the action plans for improvement that will be operationalized in the 2024-2025 assessment cycle.

Navigating the Next Continuous Improvement Action Plan Cont...

The screenshot shows a web interface for a Continuous Improvement Action Plan. At the top, a green header bar contains the text "Continuous Improvement Action Plan" and two icons: "VIEW LOG" and "WOR". Below the header, a light green box contains the text "Directions : Select actual results that support this action (or skip this step and add actual results later)". A brown oval highlights this text, and a brown arrow points from a text box on the right towards it. Below the directions is a checkbox labeled "Do not show this page again during this session when creating action s within this workspace". At the bottom of this section are "Cancel" and "CONTINUE »" buttons. Below this is a section for "All Actual Results for Outcome : Outcome 1". To the right of this section is a checkbox labeled "Show Full Actual Results Details". Below that is a section for "Actual Results for Measure : Measure 1". A brown arrow points from a text box at the bottom towards this section. Below this section is a "Summary of Actual Results : 100% of students (n=25) received a minimum score of 75% on the exam questions that map to the outcome." At the bottom of this section are "Cancel" and "CONTINUE »" buttons. A brown arrow points from the "CONTINUE »" button to the right.

Important: All Continuous Improvement Action Plan(s) should be appropriately linked to the results that were reported in the current assessment cycle.

Select the actual results that support your **Continuous Improvement Action Plan** and then select **Continue**.

Navigating Reporting Cont...

The screenshot shows a web interface for reporting. At the top, there are buttons for 'Cancel' and 'Check Spelling' on the left, and 'IMPORT ACTION' and 'APPLY CHANGES' on the right. The main content area is divided into two columns. The left column has a section 'Linked to Actual Results:' with a 'Show Full Actual Results Details' link and a checkbox. Below this is a field for '* Action Item Title:' with a yellow arrow pointing to it from a callout box. The right column has a section 'Actual Results for Measure 1' with a subtitle '(Assessment Plan and Assessment Report; 2020-2021 Assessment Cycle)' and a 'Summary of Actual Results: 100%' indicator. Below this is a large text area for 'Action details:' with a yellow arrow pointing to it from another callout box. At the bottom of the form, there are again 'Cancel' and 'Check Spelling' buttons on the left, and 'IMPORT ACTION' and 'APPLY CHANGES' buttons on the right, with a yellow arrow pointing to the 'APPLY CHANGES' button from a third callout box.

Provide a title for your action plan (e.g., Course Revision, Recitation Lab etc.)

Provide a brief narrative of your improvement plan. Please be specific in your action plan to include what will be done and by when where appropriate.

Once complete, select “**Apply Changes**” to return to the workspace and then repeat this process for the other outcome(s) in your improvement plan.

Note: Remember to Check In the workspace when you are complete.

Submitting 2023-2024 Assessment Report

*We do not know you
are done until you
Submit.*

*As a reminder reports
are due by **May 31!!!***



Submitting 2023-2024 Assessment Report

Edit Content | Discussion | Submission & Read Reviews | Publish | Options & Info

VIEW LOG | WORD | PDF | PRINT | SHARE | CHECK IN

Step 2: Be sure that you are in the correct Assessment Cycle (i.e., 2023-2024)

Step 1: At the top of the screen in your degree program workspace, select **Submission & Read Reviews**.

2023-2024 Assessment Cycle			
Assessment Plan	In Progress	Edit Work	Submit Work
Assessment Report		Edit Work	Submit Work
Continuous Improvement Action Plan	In Progress	Edit Work	Submit Work
Follow-Up on Continuous Improvement Action Plan		Edit Work	

Select **Submit Work** for the **Assessment Report**

Note: You only need to do this for the "Assessment Report" workspace



SACSCOC update and Assessment Reporting for Academic Degree Programs

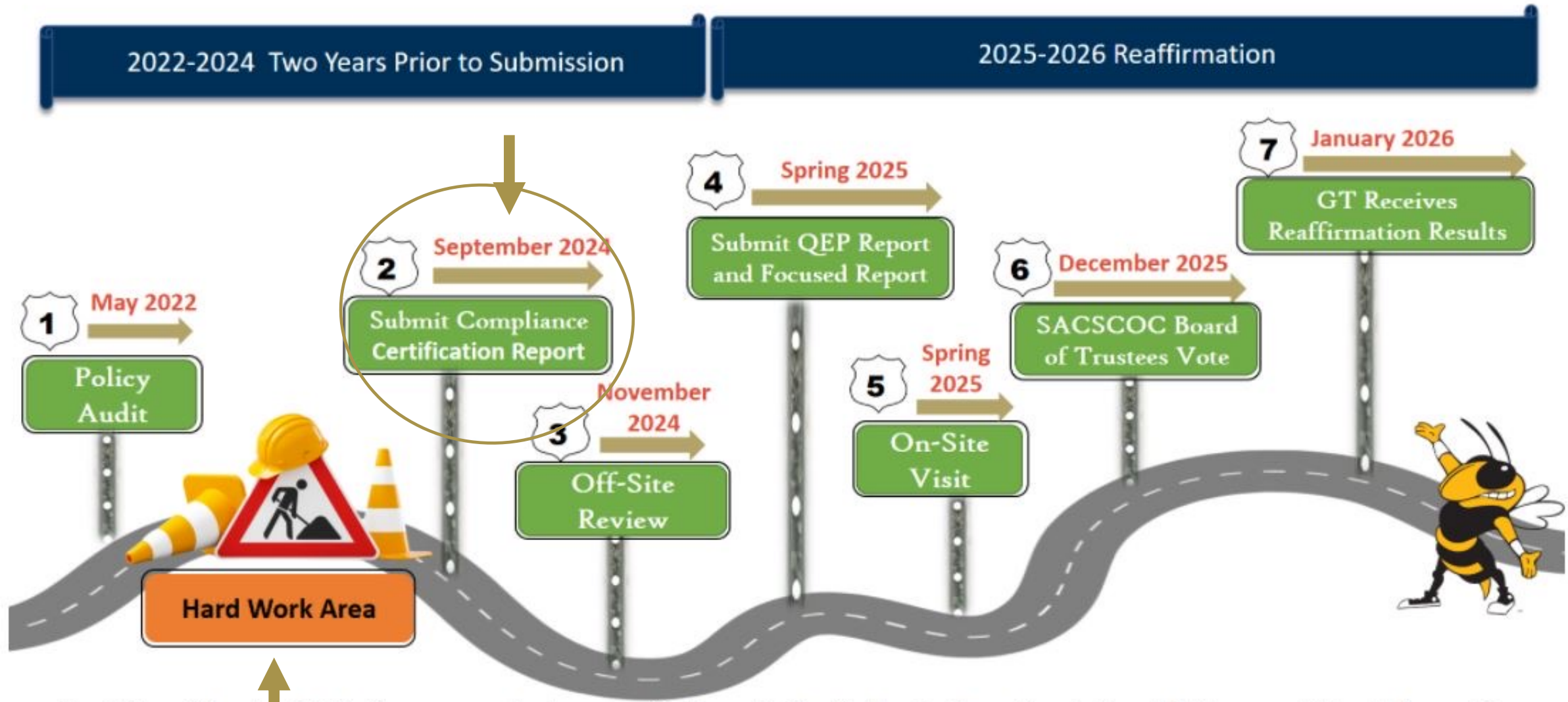
Who is SACSCOC?

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) is the body for the accreditation of degree-granting higher education institutions in the Southern states.

SACSCOC is recognized by the U.S. Department of Education as an institutional accreditor that serves as a gatekeeper for federal financial aid programs governed by Title IV of the Higher Education Act.



SACSCOC Timeline for 2025 Reaffirmation



Note: Your actual assessment reports will be reviewed by SACSCOC reviewers.

SACSCOC Standard Related to Program-Level Assessment of Student Learning



The standard in a nutshell

8.2.a reads:

The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results in student learning outcomes for each of its educational programs.

The focus of this standard is on the assessment of **Program-Level Student Learning Outcomes.**

Note: What you do is critically important for this standard.

Helpful links

Assessment Toolkit:

<https://academiceffectiveness.gatech.edu/assessment-toolkit>

Assessment Resources

<https://academiceffectiveness.gatech.edu/assessment-toolkit/assessment-resources/>

Accessing AMS (i.e., cloud-based Assessment Management System)

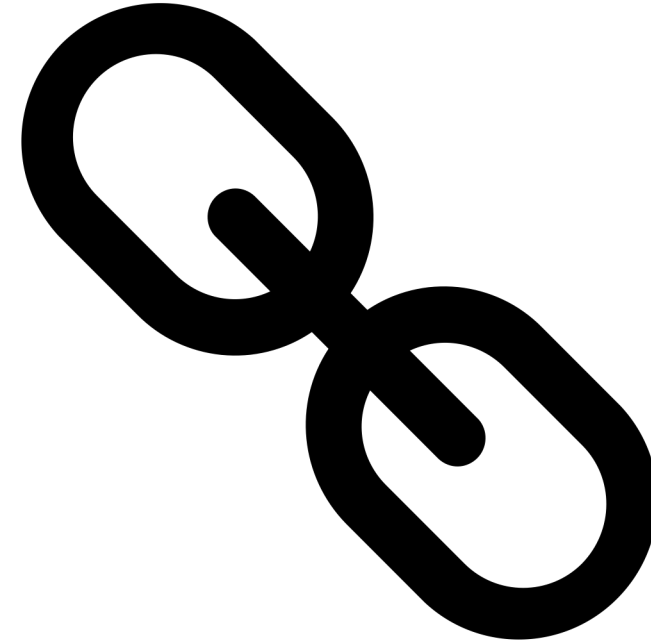
<https://w.taskstream.com/cas/login?partnerId=uafjff9eu>

Exit Survey Visualizations and Summary Data

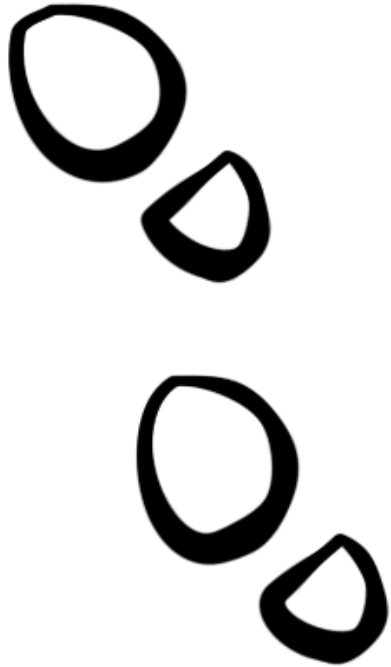
<https://www.academiceffectiveness.gatech.edu/surveys/institute-surveys#ExitSurveys>

Office of Academic Effectiveness Events Page

<https://www.academiceffectiveness.gatech.edu/events>




Next Steps & Opportunities to Engage



Assessment One-On-One

These are 30-minute sessions designed to answer your assessment related questions and provide you support in preparing your **2023-2024 Annual Assessment Report**. Sessions will be offered starting May 13-23, 2024.

Annual Reports are due by May 31

A group of business professionals in an office setting. A woman in a grey blazer is holding a smartphone and looking at it. A man in a dark suit is holding a tablet. Another person is holding a coffee cup. The background is a bright office with windows.

**Thank you for the
work that you do
to assess and
document
student learning.**

Discussion, Questions, Comments, etc.)

Franz H. Reneau, Ph.D.
E-mail: franz.reneau@gatech.edu
Phone: (404) 385-25520

