Best Practices in Assessment Group

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Office of Institutional Effectiveness, Strategic Planning, & Assessment (IESPA)

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Meeting Objectives

Update MSCHE

Discuss APAIR (Pre-implementation)

Review Timeline, Unit Requirements & Next Steps
Information Sharing

- MSCHE updates
- Announcements/Other - ALL
Academic Program Assessment and Improvement Report (APAIR)

Institutional Purpose

• MSCHE compliance
• Document assessment activities
• Continuous improvement

Modules

• Program Details
• Annual Program Assessment Plan
• Institutional Learning Outcomes Management
• External Program Review Management
APAIR Requirements

• Two Reporting cycles per year
  – Annual Program Review and Goal-setting
  – Year-End Assessment Report
APAIR Access

• Levels of Access Rights
  – Approver, Contributor, Viewer
    • Approver (1, required)
    • Contributor (1+, not required)
    • Viewer (1+, not required)
  – Date restrictions (IESPA-managed)
  – Office of the Provost/IESPA & CITS
APAIR Access Screen

- Programs visible to user by assigned access rights: Approver, Contributor, or Viewer

Add Program Details

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Degree Type</th>
<th>Degree Level</th>
<th>Self-Supported</th>
<th>Primary School</th>
<th>Secondary School</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Gerontology Acute Care Nurse Practitioner /</td>
<td>Certificate</td>
<td>Post-Doctoral Certificate</td>
<td>N</td>
<td>Nursing</td>
<td></td>
<td>Self-Sufficient</td>
</tr>
<tr>
<td>Adult Gerontology Primary Care Nurse Practitioner</td>
<td>Certificate</td>
<td>Post-Doctoral Certificate</td>
<td>N</td>
<td>Nursing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biochemistry and Molecular Biology</td>
<td>MS</td>
<td>Masters</td>
<td>N</td>
<td>Graduate School</td>
<td>Medicine</td>
<td></td>
</tr>
<tr>
<td>Biochemistry and Molecular Biology</td>
<td>PhD</td>
<td>Research &amp; Scholarship Doctorate</td>
<td>N</td>
<td>Graduate School</td>
<td>Medicine</td>
<td></td>
</tr>
<tr>
<td>Biomedical Sciences</td>
<td>PhD</td>
<td>Research &amp; Scholarship Doctorate</td>
<td>N</td>
<td>Graduate School</td>
<td>Dentistry</td>
<td></td>
</tr>
<tr>
<td>Biomedical Sciences*</td>
<td>MS</td>
<td>Masters</td>
<td>N</td>
<td>Graduate School</td>
<td>Dentistry</td>
<td></td>
</tr>
<tr>
<td>Care Coordination</td>
<td>Certificate</td>
<td>Post-Baccalaureate Certificate</td>
<td>N</td>
<td>Nursing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Program Details

- Allows program to link related certificate programs under one APAIR.
Annual Program Plan

- Define Area(s) of Improvement and Goals by Fiscal Year
### Annual Program Plan

- **Define Program Goals**

#### Define Program Goals

**Goals:**

Click on the Year Range to see goal details and update goal. Select the Goal Title to provide Goal Development & Updates.

<table>
<thead>
<tr>
<th>Year Range</th>
<th>Recent Progress</th>
<th>Weaknesses being Addressed</th>
<th>Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2023-2024</strong></td>
<td>Goals Goals</td>
<td>Weakness test</td>
<td><strong>Title</strong></td>
</tr>
<tr>
<td></td>
<td>Goals Goals</td>
<td></td>
<td><strong>Type</strong></td>
</tr>
<tr>
<td></td>
<td>Weakness test</td>
<td></td>
<td><strong>Milestone/Metric to evaluate success</strong></td>
</tr>
<tr>
<td></td>
<td><strong>test goal 1</strong></td>
<td><strong>test goals 2</strong></td>
<td><strong>test 3</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Student learning Outcome</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Exam scores</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>test 45</strong></th>
<th><strong>test 46</strong></th>
<th><strong>test 47</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Institutional Learning Outcome</strong></td>
<td></td>
<td><strong>ILO metric 1</strong></td>
</tr>
</tbody>
</table>
ILO Themes

- Community Engagement
- Cultural Competence/DEI
- Ethics
- Global Learning & Engagement
- Integrity
- Interprofessional Education
- Leadership
Global Engagement and Learning defines students who are committed to navigating the world and connecting with its people in a wide array of professional and social settings.

<table>
<thead>
<tr>
<th>ILO Theme</th>
<th>Definition</th>
<th>Outcome</th>
<th>Objective 1</th>
<th>Objective 2</th>
<th>Objective 3</th>
<th>Objective 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global Engagement and Learning</td>
<td>Global Engagement and Learning defines students who are committed to navigating the world and connecting with its people in a wide array of professional and social settings.</td>
<td>UMB graduates will demonstrate Global Engagement and Learning outcomes at the end of their degree programs. Graduates will be assessed on long-term outcomes. Each program will assess outcomes for its students. Broad ILOs will be inclusive of the variety and types of programs in the UMB portfolio.</td>
<td>UMB students will have exposure to the interrelationships among the self, local, and global communities.</td>
<td>UMB students will demonstrate reflection of self-perspective and an awareness and appreciation of cultural diversity.</td>
<td>UMB students will have opportunities to integrate awareness of world perspectives to aid in solving real-life problems.</td>
<td>UMB students will have the ability to recognize and understand complex global systems and identify personal, ethical, moral, relationships, and obligations within those systems.</td>
</tr>
</tbody>
</table>
Institutional Learning Outcomes (ILOs)

Pre-loaded Data
- IESPA-preloaded data
  - Theme, outcome, and objectives for each theme
  - Required response for each theme
  - Highest objective achieved
  - Select proposed status in FY (e.g., maintain, advance)
Institutional Learning Outcomes (ILOs)

Current Status of ILOs Achieve by Theme

Add ILO Tracking

Program: Health Science/Physician Assistant
HEGIS Code: 1299.00
CIP Code: 51.0912
Degree Type: MS
Degree Level: Masters
Self-Supporting?: Y
Primary School: Graduate School
Secondary School: Self-Sufficient

Year Range

ILO Theme Number One: Community Engagement

Outcome

Choose Highest Objective Achieved

- UMB students will understand the historical and current structural oppression and inequities experienced by diverse communities
- UMB students will increase the awareness of their personal biases and their impact when working across difference to achieve a civic aim
- UMB students will apply relevant knowledge and skills from their academic and clinical training to effectively make inclusive decisions as community-based scholars, researchers, practitioners, and leaders

ILO Status this Fiscal Year

- Maintain
- Advance

Comments

Goals linked/associated with this program for the same year range

Goals

- test 45
- test 46
- test 47

Number of Supporting documents

1

Required - one document is minimum, but you can increase to more
### Institutional Learning Outcomes (ILOs)

Summarizes Highest Outcome Achieved by Theme

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#### ILO Tracking:

Click on the Year Range to view details and update ILO Tracking information.

<table>
<thead>
<tr>
<th>Year Range</th>
<th>Theme 1</th>
<th>Level</th>
<th>Theme 2</th>
<th>Level</th>
<th>Theme 3</th>
<th>Level</th>
<th>Theme 4</th>
<th>Level</th>
<th>Theme 5</th>
<th>Level</th>
<th>Theme 6</th>
<th>Level</th>
<th>Theme 7</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>2023-2024</td>
<td>Community Engagement</td>
<td>1</td>
<td>Cultural Competence/Diversity, Equity, and Inclusion</td>
<td>1</td>
<td>Ethics</td>
<td>1</td>
<td>Integrity</td>
<td>1</td>
<td>Global Engagement and Learning</td>
<td>1</td>
<td>Interprofessional Institutional Learning</td>
<td>1</td>
<td>Leadership</td>
<td>1</td>
</tr>
</tbody>
</table>
External Program Review

- **Value to Program**
  - Reminders as the review date approaches
  - Repository for evidence

- **Value to Institution**
  - Facilitates review, as needed
  - Institutional improvement
External Program Review

Facilitates Institutional Compliance with Program Accreditation Standards

### External Program Review Details:

<table>
<thead>
<tr>
<th>Question</th>
<th>Options</th>
<th>Required</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>What type of external entity reviews the program?</td>
<td>USM External Reviewer</td>
<td></td>
<td>Required</td>
</tr>
<tr>
<td>External Reviewing Organization</td>
<td></td>
<td></td>
<td>(100 character limit)</td>
</tr>
<tr>
<td>When was the last external program review or accreditation?</td>
<td></td>
<td></td>
<td>Required</td>
</tr>
<tr>
<td>Review Outcome</td>
<td></td>
<td></td>
<td>(100 character limit)</td>
</tr>
<tr>
<td>Documentation to prove status</td>
<td>Choose File</td>
<td>No file chosen</td>
<td>Required - must be word, excel, pdf, jpg, or gif</td>
</tr>
<tr>
<td>Next anticipated Review Year</td>
<td></td>
<td></td>
<td>Required</td>
</tr>
</tbody>
</table>

**Submit**
Institutional Evaluation and Assessment Tracking

IESPA-Produced Reports
- APAIR Completion by School/Program
- ILO Status by School/Program
- Evaluation/Assessment History
- Programs Reviews status
- Goal Status / Type
- PPI(s) monitored
FY Academic Planning  
(July 1, 20xx- June 30, 20xx)

- Program review and goal-setting: July 1 - September 30; (cannot create new goals)
- YE Progress reporting closes September 30* in the following fiscal year
- PPI Data due – December 31, 20xx

*Exception – PPI Data due December 31, 2023
BPAG Requirements

• Establish Access Rights by Academic Program
  – Schools to provide Approver/ Contributor(s)/ Viewer(s) for all Programs;
  – Return list by Friday, June 23
Discussion Items

• How best to upload the Program Directors in your school to the APAIR requirements and due dates?
APAIR Implementation Plan

- **June 15**: CITS completes System (following Pilot)
- **June 29**: Establishes System APAIR Contributors
- **July (TBD)**: APAIR Guidance/walkthrough Session
- **July 15**: APAIR Implementation Begins
Meeting Recap

REVIEW DECISIONS REACHED

NEXT MEETING DATE – JULY 11, 2023 @ 11:00AM
For More Information

BPAG meeting information is available for review on the Institutional Effectiveness, Strategic Planning, and Assessment website:

www.umaryland.edu/iespa

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