GSW Annual Reporting and CPR Update

September 12, 2014
Annual Reporting for 2013–14

- Submission Date
  - October 17, 2014
- No Revisions to Template
- Feedback from Off–Site and On–Site SACSCOC Accreditation Reviews
- IEC Subcommittee on Assessment will review Academic Unit Assessment this year
- End of current Strategic Plan
Section One State of Unit

“... summary of the major accomplishments of your unit during the last” fiscal or academic year.

“this summary should be no more than three pages.”
Section Two Progress Towards Strategic Goals

- Your Unit Strategic Plan
  - YOUR Goals or Plans
    - Derived from CPR Process?
    - Derived from data analysis?
  - Activities Undertaken to Reach Your Goals, i.e., methods, maneuvers, strategies, actions
  - Status of Activities
  - Evidence to Support Status Assertions
  - Alignment with GSW Plan, IF APPLICABLE

- Table may be supported by narrative.
Section Three Annual Assessment

SUMMARY

- **Your Assessment Plan (in table form)**
  - Outcomes
    - To INCLUDE Student Learning Outcomes
    - Other Program Outcomes
  - Measures
  - Targets

- **Results**
  - May be in table form (preferred) or narrative form

- **Analysis of results**
  - Did results meet targets?
  - If not, why not?
  - What can be done to improve results?
Section Three Annual Assessment Summary

- Analysis of Results
  - How do results compare to previous results?
  - Did you take actions last year to improve results?
  - If so, what is the status of those actions?
  - If previous actions are complete, were they effective?
  - If previous actions were effective, do they need to continue?
  - If previous actions were not effective, why not?
  - What other actions could be taken to improve results?
Strategy Versus Assessment

- **Strategy**: a plan, method, or series of maneuvers or strategies for obtaining a specific goal or result

- **Relevant Question for Strategic Planning**:  
  - What do I want to achieve?

- **Assessment**: the act of estimating or judging value; evaluating

- **Relevant Questions for Assessment**:  
  - Have I achieved my goals?  
  - What have the results of plans and methods been?
Sections Four & Five

- Section Four Summary of Faculty–Staff Accomplishments
  - Summary
  - Noteworthy
  - Students, too, but . . .

- Section Five Program of Unit Changes
  - Descriptive—happened in last year
  - Prospective—will happen in next year
Questions?
Comprehensive Program Review (CPR)

- Comprehensive Program Review serves four primary purposes:
  - To elicit informed judgments about how well an academic unit is performing given its collective resources.
  - To make projections about emerging opportunities and the ways a unit may best take advantage of those opportunities.
  - To assess how well a unit is implementing its strategic plan.
  - To ensure that the unit has a strategic plan and is implementing its plan.
Guiding Questions Reduced to Essentials

- What are we trying to accomplish as a unit/program?
- Are we accomplishing our goals?
- How do we know?
- How do we use the data to improve?
- Have attempted improvements worked?
- What assessment activities were planned? What activities are on-going? What activities were completed?
- What changes (if any) were implemented as a result of assessment? What changes (if any) were proposed but are not addressed yet?
- What curricular and/or degree changes have there been since the unit’s last CPR, and why?
CPR Self Study

- **Simplified Format for Self Study**
  - Executive Summary (1–2 pages max—per program)
  - Narrative (25 pages max—per unit)
  - Appendix (necessary data tables, etc. only)

- **Main Areas of Emphasis**
  - Major Strengths
  - Areas for Improvement
  - Key Opportunities
  - Key Challenges
  - Draft of New Unit Strategic Plan
Major Strengths & Areas for Improvement

- Major strengths might include
  - Strong career or graduate school placement rates
  - Continuing success of graduates in their careers
  - Strong Program Retention Rates
  - Strong Progression of Students
  - Strong Graduation Rates

- Areas for improvement might include the same indicators if they are weaker than one would hope
Key Opportunities & Challenges

- Key opportunities include any practice or environmental factor that you anticipate will contribute to future improvement in program outcomes or achievement of your strategic goals.

- Key challenges include any factors that you anticipate will hinder future improvement in program outcomes or achievement of your strategic goals.
Draft Strategic Plan

- Is a draft in the self study phase because external review and reflection will help revise the plan.
- Plan to maintain the unit’s strengths, address its weaknesses, take advantage of its opportunities, and meet its challenges during the next seven years.
- To the extent that it is possible, this plan should correlate to GSW’s current strategic plan; however, the primary purpose of a unit strategic plan is to improve the fulfillment of the unit’s mission.
External Review

- Team Consists of
  - Chair from another institution outside Georgia
  - Two GSW Faculty Members from outside unit under review

- Team Chosen by consultation between Unit, Dean (if applicable) and VPAA

- Team writes a report in response to Unit Self-Study

- Team helps unit fine tune strategic plans
## Timeline

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<tr>
<th>When?</th>
<th>What?</th>
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<tr>
<td>Beginning of November</td>
<td>Self Study to Dean’s Office</td>
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<td>Beginning of December</td>
<td>External Review Committee selected</td>
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<td>January</td>
<td>External Review scheduled and Self Study circulated</td>
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<td>By End of March</td>
<td>External Review Report to Dean’s Office</td>
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<td>Mid-April</td>
<td>Unit Response to External Review to Dean’s Office</td>
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<td>May</td>
<td>Deans send completed CPR documents to VPAA</td>
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<td>June–July</td>
<td>VPAA Circulates and Deposits CPR</td>
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<td>Following October</td>
<td>Unit submits detailed plan to implement strategic plan</td>
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Questions?