ANNUAL REPORT

Institutional Effectiveness Committee

University of North Alabama
Florence, Alabama

Dr. Lorie Johnson — Committee Chair

8/8/23 — Date submitted

Submitted to: Dr. Kristy Oden
Chair, Shared Governance Executive Committee

UNIVERSITY OF NORTH ALABAMA

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2022-2023

I. Executive Summary

The UNA Institutional Effectiveness Committee met regularly during the 2022-2023 academic year to review institutional effectiveness processes as charged, to conduct a meta-analysis of assessment reports submitted by all academic, non-academic and general education programs, to analyze data collected across all programs and units and to review actions for continuous improvement in the form of program modifications across the institution. The committee assisted in university preparations for the SACSCOC decennial onsite visit in March 2023 and developed resources to support programs and units in meeting annual reporting goals.

II. The Committee's Charge (from the Shared Governance Document)

1. To recommend and develop procedures for planning and evaluating institutional effectiveness based on university goals, priorities, and the Strategic Plan;

2. To review and evaluate the use of assessment by institutional units and recommend improvement in the assessment process where necessary

3. To review and evaluate the effectiveness of the institution's responses to assessment and evaluation in the form of budgetary or programmatic modifications

4. To review and evaluate the use of benchmarking by individual units for purposes of continual improvement of programs and/or services

5. To communicate activities to the university community

6. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations"

7. To submit a final written report electronically by the first day of the fall semester to the Provost and Executive Vice President for Academic Affairs with a copy sent to the Chair of the SGEC

III. The Committee met on the following dates:

October 2023, November 2022, March 2023, April 2023

IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

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The committee developed several new resources to improve the institution's annual reporting processes, including a template for each report (academic, non-academic and general education), clear and detailed guidelines for reporting and new meta-assessment rubrics that align with the Watermark report template and university expectations for reporting. Committee members hosted annual report workshops across the university to support faculty, chairs and administrators in completing and submitting annual reports for the academic year.

The committee also engaged in a year-long rigorous review of the UNA Guide for Planning and Assessing Institutional Effectiveness, recommending to the Provost changes to the assessment process to make reporting more efficient and effectively focused on continuous improvement.

V. What were the Committee's formal recommendations?

The Committee recommended eliminating or streamlining the five-year report for programs and units. The Committee recommended clarifying that Dean and Department chair reports should include success outcomes, not student learning outcomes, as these are the focus of programmatic reports.

VI. What does the Committee plan to accomplish

A. In the coming year?

The Committee will continue to work toward supporting programmatic changes that result in continuous improvement for all programs and units, streamlining assessment

processes and providing resources, effective communication and helpful support to programs and units in meeting assessment goals.

B. In future years?

The Committee will explore software options to improve reporting, including products that integrate with Canvas for General Education reporting.

VII. What are the Committee's weaknesses?

Because the primary function of the committee is to conduct a meta-analysis of assessment reports and to evaluate institutional effectiveness processes across the institution, it is helpful if committee members have experience writing assessment reports or experience with assessment in general.

VIII.

A. What can the Shared Governance Committee help you do to address the weaknesses?

See above.

IX. Comments

I would like to express my sincere gratitude to the IE committee for their tremendous work this year. This committee spent many, many hours reviewing policy, processes, assessment reports and continuous improvement actions and many more hours developing resources to support programs and units in effectively utilizing data to implement successful and impactful programmatic changes. I am grateful for their work.

Submitted respectfully,
Dr. Lorie Johnson
Chair, IE Committee
2022-2023