



# Academic Effectiveness Update

The Office of Academic Effectiveness is committed to promoting a culture of continuous improvement through effective teamwork and shared responsibility for effective curriculum development, assessment and program review processes.

## Spring Happenings

- Course and program outcomes have been transferred from CurricUNET to Blackboard to allow for faculty to utilize Blackboard as an assessment tool (training sessions will be offered in the fall). To ensure outcomes are correct in CurricUNET, an audit of the program and course outcomes is being conducted this spring. Programs received an email in January that contains a spreadsheet with the currently-approved outcomes. Faculty was asked to verify if the outcomes listed are correct.
  - If changes are needed, programs should identify a contact person, so the changes can be made and approved through CurricUNET.
  - If the EXCEL spreadsheet has not been returned to OAE, please do so.
- Open labs have been available to help Program Department Review Teams accomplish updating course outcomes and completing assessment activities.
- Submissions to the Illinois Articulation Initiatives (IAI) panels for '17 approval include AGR 105, BIO 101 CHE 101, CHE 102, ENG 240, JRN 101, MAT 140, PHY 100, and PHY 101
- Staff are working to complete the 2016 Program Reviews for submission to ICCB.
- A Curriculum Team workgroup is reviewing and plans to develop syllabus guidelines. Their goal is to enhance necessary information which is communicated to students via the syllabus. Guidelines and a template will be shared when available.
- The Office of Academic Effectiveness will be working through its Operational Plan during the Spring Semester and Summer Session. Strategies have been identified to build a strong foundation for the Office so it can accomplish its goal to support faculty.

## Edition 1

## Spring 2017

## What we do...

The OAE staff are active in multiple program development and assessment activities across campus. Including: professional development, Assessment Proficiency Program, GEAR and program review.

## Who we are...

**Wendy Howerter**  
*AVP, Academic Innovation & Effectiveness*

**Elaine Guthals**  
*Academic Effectiveness Manager*

**Jennie O'Malley**  
*Biology Professor & Faculty Assessment Coordinator*

**Pam Daniel**  
*Curriculum Development Specialist*

**Barb Mustered**  
*Administrative Assistant*

We are here to encourage and support faculty and staff to engage in ongoing and reflective institutional planning that includes involvement of its audiences and community.

## Assessment Proficiency Program

The next Assessment Proficiency Program (APP) session will be held on April 14th. It will be a wrap-up session for this year's program, and participants will be taking a survey to provide feedback.

A new cohort will begin in fall 2017. Contact the OAE if you are interested in participating.

## Assessment Pilot

The Pilot group will be wrapping up on course assessment. Beginning in the fall, they will be piloting the Program Assessment process and forms. A cohort has been chosen to begin the course assessment process in fall 2017.

A rollout schedule will be developed to ensure that faculty are easily able to see when their program will enter the new assessment process. Details are forthcoming.

## Academic Assessment Team Philosophy

Members of the Assessment Philosophy workgroup wrote a mission statement, which was voted on and passed by the Academic Assessment team on 1/23/17. It reads:

*"The mission of the academic assessment team is to promote continuous improvement of college learning through the use of assessment data. "*

## ICCB has revised Program Review forms for 2018

LLCC Review forms went through a dramatic revision this year. Faculty were provided with data about their program/courses, then asked to review and summarize the information. We want to thank all faculty members and Deans that participated in making program reviews more meaningful than ever before.

Starting this fall, the Illinois Community College Board (ICCB) is returning to the practice of institutions completing a form for submission. With new questions being asked by the ICCB, the LLCC Review form needs to be revised again. Forms will again be sent as PDF forms, and will continue to include fields to be completed by faculty. Staff are working to finalize the updated forms so that faculty will have access to the forms beginning at Convocation.

## Curriculum Team Deadlines

Proposals must be submitted to the Academic Effectiveness Manager two weeks prior to the Curriculum Team meeting date. This will be enforced in order to provide sufficient time for review.

The remaining 2016/17 Curriculum Team meeting date is:  
April 28 (due date April 14<sup>th</sup>)



## Upcoming Dates:

### Curriculum Team Meetings

2:00 pm in Sangamon 2309

March 31  
April 28

### Academic Assessment Team Meetings

3:30 pm in the Stephens Room

April 16  
May 8 (Tentative)

## 3 Ways to Contact OAE

Phone: 786-2209

Email: [academiceffectiveness@ilcc.edu](mailto:academiceffectiveness@ilcc.edu)

Online: [www.ilcc.edu/assessment](http://www.ilcc.edu/assessment)