

Institutional Effectiveness Administrative Unit Outcomes for 2023-2024

The Institutional Effectiveness (IE) Unit posts its section of the Analytics and Institutional Effectiveness (AIE) administrative assessment report to our webpage to serve as an example for other units and to demonstrate that we are also actively engaging in the administrative unit assessment process.

The AIE administrative assessment report has a total of 11 AUOs. Three of these AUOs represent AIE overall. The remaining AUOs are specific to AIE’s subunits. Institutional Effectiveness currently has 3 AUOs which are presented below. The remaining parts of the report, including the Unit Summary, the General Questions, and the other AUOs, have been removed.

If you have questions about these AUOs, or you have questions about administrative unit assessment, please feel free to contact Lauren Bryant, Assistant Director for Institutional Effectiveness (labryant@vt.edu).

Table 1: Administrative Unit Outcomes (AUOs)

Administrative Unit Outcomes (AUOs) <i>Please include all of your AUOs, even those not measured this year.</i>	Assessment Measures <i>Please include a measure for each AUO, even those not measured this year.</i>	Targets <i>Please include a target for each AUO, even those not measured this year.</i>	Findings <i>Please include findings for each AUO measured this year, and please state whether or not each target was met.</i>	Reflecting on Findings <i>For each AUO measured: What do these findings mean to your unit? When do you plan to measure the outcome again? Are you considering making changes to your assessment plan based on these findings?</i>	Action Planning <i>Is the unit planning any changes or other improvements based on these findings? An action plan should be included for all AUOs with unmet targets.</i>	Reflecting on Past Action Planning <i>What action plans have been implemented for this outcome in the past? How have those changes affected unit quality or efficiency?</i>
AUO #4 (IE): Facilitate the development and use of continuous improvement processes across campus. This outcome aligns with the university’s Strategic Priority 4 – Ensure Institutional Excellence.	Academic Program Assessment (APA) and Administrative Unit Assessment (AUA):	Meet with at least 10 programs and departments that have not submitted an APA report for 3 cycles or are submitting low-quality reports.	We met with 12 programs/departments that had a pattern of non-submission. Target met.	Coaching sessions with programs that are struggling the most has been paying off, if somewhat slowly.	N/A	Last year’s action plan was to change the target to focus on programs that had not been submitting. This was accomplished, though it is still unclear how this affected our submission rate.
	Improve the support IE provides to programs and units as they participated in the Academic Program and Certificate Assessment process and the Administrative Unit Assessment process.	Provide 25 one-on-one coaching sessions to administrative units during the 23-24 cycle.	25 coaching sessions were provided. Target met.	We met this target. Coaching sessions still seem to be the most effective way to increase unit engagement in the AUA process.	We will change this target next year to focus on engaging with the 6 administrative units that currently have a pattern of non-submission.	N/A
		Submit an article to Assessment Update on the APA and AUA data visualizations.	We submitted our article to Assessment Update on 4.23.2024. Target met.	Writing about our data visualizations also helped us think more deeply about how we use our visualizations.	N/A	N/A
	Pathways Assessment: Track the updating of Pathways Assessment resources to support instructors of Pathways courses.	Develop new communications plan, new resources for faculty, and complete website revisions by first day of Fall 2024 semester.	These tasks were completed by 8.15.2024. Target met.	While these tasks were completed, they will continue to evolve, and we will continue to post new resources to the website throughout the year.	N/A	N/A

AUO#5 (IE): Provide leadership and outreach to the profession, university, or community.	Track university or community service activities.	Cumulatively, IE staff will engage in at least 7 such activities. The IE unit will participate collectively in one community service event, and at least 40% of IE staff will participate in one additional community service event.	Target partially met. We completed 10 activities in university or community service: <ol style="list-style-type: none">1. Volunteered at UBMC 20242. Assessment & evaluation consulting for Synergy Conference 2024.3. Serving on PhD committee4. One team member’s dog is now a blood donor for VMCVM.5. Served as Province Collegiate Chair for VA for Alpha Chi sorority.6. Served on Data Governance Committee7. Served on University Curriculum Committee for UCCGE8. Participated in monthly academic roundtables held by Enrollment Management.9. Volunteered at Blacksburg High School10. Served on hiring committee for the AAI subunit. We did not do a collective community service event.	While we did not participate collectively in a community service event, our team is very active in terms of university and community service.	For the 24-25 cycle, we will set a goal for IE staff to participate in Cheesy Nights together.	N/A
	Track service activities related to the profession, such as: serving as a reviewer, serving on a committee, board membership, etc.	Cumulatively, IE staff will engage in at least 5 such activities.	Target met. We completed 6 activities in this area: <ol style="list-style-type: none">1. Served on SAIR Board.2. Served as reviewer for SAIR Best Paper Award.3. 3 IE staff members served as SAIR conference proposal reviewer. Served on VT Accessibility Network Group (counts as service to the profession for this employee).	Our team has been active in SAIR and continues to look for ways to serve our respective professions.	N/A	N/A

	Track number of posters, presentations, or workshops IE professionals and graduate students give at local, regional, or national assessment related conferences.	IE staff members or graduate students will present a minimum of 6 unique posters, presentations, or workshops during the academic year.	Target not met. Only 2 team members gave 1 presentation each.	With a change in available travel funds this cycle, this target was more difficult to meet.	We have already had multiple presentation proposals accepted for the 24-25 cycle, and we should not have trouble meeting this target next cycle.	N/A
AUO #6 (IE): Facilitate the continuous improvement of the Institutional Effectiveness unit.	Conduct a retreat to review and improve unit processes and procedures.	Completed by September 1, 2024.	IE conducted a retreat on Tuesday, May 21, 2024, to improve processes and create an outline for our proposed book.	This was a very productive meeting, and we have a fleshed-out outline for our book on institutional effectiveness in higher education.	N/A	N/A