System-Wide Assessment Coordinator Guiding Document

(A document honors collaboration and values input)

Group Mission and Purpose

The System-Wide Assessment Coordinators Group (UH AC Group) is a group formed voluntarily by faculty and staff who perform the campus assessment coordinator function on UH campuses. We come together to gather ideas and solutions for assessment issues faced by each individual campus, discover issues faced by other campuses, and aim to share and learn about assessment principles, approaches, and resources among us.

The group’s mission, intended purposes include:

Creating to create an open and productive line of communication across campus on the topic of assessment;

to building on and enhancing the infrastructure at each campus and at the system to support the culture of assessment for improvement and evidence-based decision making;

to honoring the uniqueness of each campus and at the same time seek coordinated approach that can benefit all campuses;

to providing support for campuses to achieve excellence in accreditation with respect to learning assessment;

to honoring encouraging collaboration through collegial sharing and professional development to increase the capacity of assessment professionals across the system;

to promoting scholarship and leadership among the members so that the University of Hawaii will be recognized for its excellence and talents in learning assessment nationally and internationally.

Group Gathering Format (Change as needed):

● Frequency: Twice a semester with one additional meeting at Hawaii Strategy Institute. Meeting face-to-face once a semester.

● Venue: Rotation of campuses as long as the host campus can provide technology and accommodation.

● Set a goal for group product for each academic year.

Meeting Format

1. Priority topic discussion
2. Campus Spotlight/Emerging Issues aAnd/or Interest group reporting
   Optional possible meeting components
   - Group infrastructure discussion
   - Presentation as needed
   - Free discussion

Priority Topics in Fall 2016 and Spring 2017

1. How to mobilize the campus to use and act upon assessment results

Commented [1]: Sorry to say, I'm not sure what this means.

Commented [2]: The other things here are logistical and this seems to cross into purpose. I wonder if there it should be under Meeting Format.

Commented [3]: Not to be too rigid, but I'm still unclear on how we will be doing these things. Most groups have a charge or a question that is driving their existence. For example, we came together last Fall originally under the charge of looking into the feasibility of a system AMS. Professional organizations usually have a yearly focus - for example, H-PEA may decide this is year for Actionable Evaluation and all meetings revolve around how to advance that focus. So, I'm just wondering if these 4 things just amount to us telling each other what we do, or will we read something and talk about it or what else will be the appropriate ways 1 - 4 gets covered.
2. Strategies to integrate assessment with program review and accreditation
3. How to organize/coordinate data collection for program and institutional assessment
4. Reporting strategies, including longitudinal reporting

Topics for Interest Groups Fall 2016

1. Distance Education assessment
2. Reflecting meaning of degree through ILO assessment

Commented [4]: This seems like a very pressing topic for Eric. Is this an example of a couple of people get together as like a sub-group and explore the issue? Or do we aim to educate ourselves or gather our own experiences as a group to help with a member's concern?