

## Action Project

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<b>Project Title</b>	<b>Exploring Academic Data Management Systems</b>
<b>Created</b>	AY 2013-2014
<b>Updated</b>	NA
<b>Reviewed</b>	NA
<b>Status</b>	Active

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### Project Goal

The Data Management Subcommittee of the Advisory Committee on Academic Assessment (ACAA), together with the Office of the Provost and the Office of Accreditation, Assessment and Learning, will explore and identify an alternative\* data management system for learning assessment. The subcommittee will host focus groups and distribute follow-up surveys to faculty and staff to solicit feedback and insight to inform the selection of the system. This Action Project aims to increase faculty and staff satisfaction with and investment in the assessment process.

\*The current data management system will also be evaluated, given recent system upgrades, along with three others that emerge from our focus group/survey findings with university stakeholders.

### Reasons for Undertaking this Project

Faculty and staff investment in the assessment process is high among the university's priorities, because such investment is integral to ensuring institutional effectiveness and achieving the goal of continuous quality improvement. Several faculty and staff have expressed dissatisfaction with the current data management system, which can be an impediment to faculty and staff investment in the assessment process. The following Action Project was conceived in response to this feedback in order to better meet the needs of the university's program assessment coordinators (faculty and staff) by evaluating alternative systems and involving these key stakeholders in the process.

### Organizational Areas Affected

The Office of the Provost and the Office of Accreditation, Assessment and Learning will support the ACAA Data Management Subcommittee as they collect faculty and staff input about their needs in relation to a new data management system.

### Key Organizational Process(es)

This Action Project is aimed at directly improving faculty and staff buy-in and satisfaction with the data management system used for learning assessment. Improved buy-in and support regarding a new system will in turn increase the likelihood of increased faculty and staff involvement with and investment in the assessment process.

### Project Time Frame Rationale

A great deal of momentum was generated in the Fall of 2013 with the addition of a new position created to serve as a liaison to academic units in refining and advancing the structure and content of unit assessment of student learning outcomes. While a

similar position has existed in the past, recent reorganization within the Provost's Office with new leadership of the unit now called Accreditation, Assessment and Learning has focused greater resources on the issue of student learning assessment. During the 2013-2014 academic year, focus has been placed on identifying a new data management system that will be inclusive of end users as well as leadership and support staff of academic units.

The timeline needed to implement this project is as follows:

- Selection of a new data management system - Spring 2014 through Fall 2014
- Mock phase (trial stage and setup) of new data management system - Spring 2015 through Summer 2015
- Full production (active) phase of new data management system - beginning Fall 2015

### **Project Success Monitoring**

The ACAA Data Management Subcommittee, together with the Office of Accreditation, Assessment and Learning, will monitor adherence to the proposed timeline, and the amount of faculty and staff feedback received via focus groups and the survey distributed to determine how successfully our efforts are progressing.

### **Project Outcome Measures**

Indicators that the Action Project has succeeded in achieving its goals will primarily center on evidence of faculty and staff involvement in the selection of a new data management system. Specifically, the following will indicate project success:

- The data management subcommittee hosts focus groups and distributes follow-up surveys to faculty and staff to solicit feedback and insight to inform the selection of the system
- An initial "wish list" regarding desired features for a new data management system is created as a product of the focus groups and survey data
- A list of vendors is identified using the "wish list"
- Positive feedback is received from faculty and staff regarding the data management system selection process
- Positive feedback is received from faculty and staff regarding the newly selected data management system