Report on NJIT Self-Study: Preparing for Visiting Team

Presentation to the Administrative Affairs Council
December 7, 2011
Norbert Elliot, Perry Deess, Judith Redling
Timeline: Fall 2011 and Spring 2012

- October 7, 2011: Report released to NJIT Community and Team Chair
- November 8-10, 2011: MSCHE Team Chair Preliminary Visit
- April 1-4, 2012: MSCHE Team Visit
Time Line: Fall 2011-Spring 2012

- **Fall 2011**
  - ✔ Campus community reviews draft self-study report.
  - ✔ Evaluation Team Chair reviews draft self-study report.
  - ✔ Institution's governing board reviews draft self-study report.
  - ✔ Institution sends draft self-study report to evaluation Team Chair, prior to Chair's preliminary visit.
  - ✔ Team Chair makes preliminary visit at least four months prior to team visit.
    (November 8-10, 2011)
  - ✔ Institution prepares final version of the self-study report (February 12, 2012)

- **Spring 2012**
  - Institution sends final report to evaluation team and to MSCHE at least six weeks prior to team visit: February 12, 2012
  - Team visit: April 1-4, 2012
  - Team report (oral on April 4, 2012; written by April 14, 2012)
  - Institutional response (written by April 24, 2012)

- **Summer-Fall 2012**
  - Committee on Evaluation Reports meets
  - Commission action released
  - Commission staff notifies the institution, U.S. Department of Education, state agencies, the American Council on Education, and Council for Higher Education Accreditation
  - Staff prepares an updated “Statement of Accreditation Status” (SAS), which serves as the Commission’s official public statement
Next Steps: December 7, 2011 to February 12, 2012

- Strengthen Evidence Base
  - Digital Archive
  - Hypertext Version of Report
  - Enhance Claims

- Directions for the Future
  - Refine in terms of strategic planning and sustained commitment

Undergraduate and graduate courses are well-planned in sequence by academic departments, and that process is monitored by NJIT Program Review, analyzed in Chapter 14. Course schedules, including syllabi and textbooks, are available on the webpage of the Office of the Registrar. P. 42
RECOMMENDATIONS: Working Group 3, employing the VISTA strategic planning framework, recommended that

- NJIT fill key administrative vacancies in a timely manner to avoid long-running interim appointments. Special attention should be given to filling department chair appointments, recognizing recent changes in the Faculty Handbook;
- NJIT integrate total quality improvement into the emerging model of shared governance through continuing periodic review of administrative offices, structures, policies, and services.

AAC Review Requested!

- NJIT integrate total quality improvement through continuing periodic review of administrative offices, structures, policies, procedures and services. Leverage into the emerging model of shared governance through these periodic assessments through continuing periodic review of administrative offices, structures, policies and services.
Challenge of Assessment

• Higher Education Opportunity Act (2008) underscores assessment as a top priority for accreditation

• More than 60% of reviews in the past cycle resulted in citations for inadequate assessment

• Notable Local Actions—Local schools have been cited for inadequate assessment
The NJIT Self Study: Reflection

“The extent to which each educational institution accepts and fulfills the responsibilities inherent in the [accreditation] process is a measure of its concern for freedom and quality in higher education and its commitment to striving for and achieving excellence in its endeavors.”

Criteria for the institution

• *that it is guided by well-defined and appropriate goals, including goals for student learning;*

• *that it has established conditions and procedures under which its mission and goals can be realized;*

• *that it assesses both institutional effectiveness and student learning outcomes, and uses the results for improvement;*
Why Schools Fail & How They Succeed

• Failure of Tenacity—tried, failed, gave up

• Unwarranted Speculation — ‘gonna do it’

• Failure of Documentation — can’t show we did it

• Failure of Imagination— not recognizing what is done

• Campaign approach— identify and rectify problems

• Empirical—plans are part of the assessment system

• Documentary—digital archives, hyperlink document

• Capaciousness—web of information
Student Learning Assessment: Web presence

✓ Central Assessment site
Student Learning Assessment: Program Review Process

✓ Technical system for uploading and archiving program assessment materials
Student Learning Assessment: Program Review Process

✓ One-page Program Review
  Template and Scoring sheets defined and field-tested
  All undergraduate and graduate programs reviewed

✓ Full (10-page) Program Review: 5 year cycle.
  Approximately 11 programs reviewed every semester.
  Guidelines and Table of Contents defined

✓ Core Competency Testing (VSA)
  ETS Proficiency Profile
  iSkills
# The Cycle of Program Review

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**NJIT**
New Jersey's Science & Technology University

THE EDGE IN KNOWLEDGE
Program Review Schedule

October 15: Programs subject to review in spring 2011 and fall 2011 will submit reports;
November 15: Sub committee on program review will send comments to program directors;
December 12: Program directors submit revised Reports

• The full committee will receive sub committee recommendations, including modifications to guidelines
• The full committee will approve, recommend revision, or reject reports;
• Program Review Committee gives final evaluations;
• Programs subject to review in spring 2012 will submit reports
Sub-Committee on Assessment: Moving Forward

Evolution of the Program Review Process:

- Improved Guidelines based on reviews completed
- Modification to Guidelines for Graduate Programs
- Modified template for externally accredited programs

- Increased evidence of assessment
- Access to Course Learning Goals in Course Syllabi
- Evidence of consistent assessment of DL courses
- Links to tools that measure student learning outcomes in digital archive
The Road Ahead

✓ A collaborative process
  ✓ Campaign continues
✓ A documentary process
  ✓ Strengthening the evidence base
✓ A generative process
  ✓ Implementing permanent, sustainable change