AQIP Accreditation Update
April 30, 2004
AQIP Update

Dr. Leonard Heldreth
Associate Provost – Academic Affairs

Mr. Bill Bernard
Associate Provost – Student Services and Enrollment
December, 2002—NMU accepted into AQIP; accreditation extended to 2009

February, 2003—Strategy Forum discusses Action Projects for NMU

May, 2003—Three Action Projects proposed to AQIP and accepted for posting on their website.
The NMU Action Projects

1. To develop a university-wide Outcomes Assessment Program (3 years)

2. To develop a student numbering system not using Social Security numbers and an interactive student website (1-2 years)

3. To revise the advising system to make it more effective and more responsive to students’ needs (2-3 years)
AQIP Project #1

Dr. Leonard Heldreth
Associate Provost –
Academic Affairs
An Assessment steering committee met through 2003-04 to coordinate the work of:

- The Senate Outcomes Assessment Committee (academic majors)
- The Senate Liberal Studies Committee (general education program)
- The Student Services Outcomes Assessment Committee (student services)
In late fall each academic department submits an outcomes assessment plan and report indicating what outcomes have been measured in the past year, what data has been collected, and what the data says about necessary changes in the program.

From November through February the Senate OA committee reviews each of the plans and makes suggestions for improvement.

In March, the committee sends a response to the department.

Within a month, the department replies to the committee’s comments.
During the summer the departments analyze the data collected in the previous year.

They change the curriculum and other aspects of the program based on the analysis of the data.

They modify the assessment plan using the analysis of the data and feedback from the OA committee.

In the fall the departments submit the OA report covering the preceding year and start collecting new data based on the revised plan.
The most difficult aspect of the educational program to evaluate

NMU’s range of courses and divisions increases the difficulty

The committee is developing four instruments to implement in fall 2004
Skill assessment in selected courses through problem solving and writing based on division guidelines

- Communications (Div. 1)
- Math/Natural Science (Div. 3)
- Humanities (Div. 2)

Evaluation through student assessment based on the division guidelines
Other instruments will be developed as these are put in place.

The National Survey of Student Engagement will give us some national norms on student self-evaluation.
An ad hoc committee was formed to function parallel to the senate committees

25 student services departments will submit plans by May 15

The committee will review the plans until mid-June and will submit responses to the departments.

Departments will reply to the committee’s responses by mid-July
No later than Aug 1, 2004, departments will start collecting data based on the revised plan.

May 15, 2005, departments will submit to the committee reports covering the plan, the data collected, the analysis of the data, and recommendations based on the analysis.

The process repeats yearly.
AQIP Project #2

Mr. Bill Bernard
Associate Provost –
Student Services and Enrollment
To replace the current student identification system using Social Security numbers with a more anonymous, individual ID number.

To establish a web site that provides extensive information on programs and procedures, with an interactive area where students can carry out routine transactions, the sort that currently require an office visit or some type of paper exchange.
**AQIP #2 - Representation**

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<tr>
<th>Role</th>
<th>Names</th>
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<tbody>
<tr>
<td>Chair</td>
<td>B. Bernard</td>
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<tr>
<td>AdIT</td>
<td>F. Flack</td>
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<td>Webmaster</td>
<td>T. Kutchen</td>
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<tr>
<td>Financial Services</td>
<td>J. Coombs</td>
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<td>Student Services</td>
<td>M. Matulewicz, K. Rotundo</td>
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<td>Faculty</td>
<td>S. Poindexter</td>
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<tr>
<td>Student</td>
<td>T. Tanis</td>
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Impact of Banner installation

- New ID generation complete for students, faculty, staff, guests/patrons
- SSN retained as information field, but no longer a key for searching
- Screens/reports showing SSN are limited to few systems requiring external reporting (i.e., employment, financial aid)
- Handles most student transactions online
Software Interfaces Assessed
(* requires SSN ‡ involves 3rd party system § requested assistance)

- Housing ‡
- Dining Services ‡
- University ID ‡
- Micro Repair ‡
- Asset Management
- Orientation
- Records ‡
- WebCT ‡
- Library
- Financial Services
- Financial Aid* ‡
- Health Center ‡ §
- PEIF
- Parking Management ‡
- Travel System ‡
- Bookstore ‡
- Time Reporting ‡
- Conference/Catering ‡
- Human Resources* ‡
- Development Office*
- Public TV/Radio* ‡
Communications

- Campus article
- NorthWind article
- Dean of Students e-mail to students
- Posters on campus

Training Sessions

- CT Staff (170 attendees)
Project Process

- Analysis of present current students page.
- Analysis of student input contained in NMU call center, e-mail inquiries and various department FAQ’s.
Compiled list of items students were interested in and had questions about;

Word association – student vernacular vs. administrative

Modified A to Z directory listing

Feedback
Project Conclusions

- [http://www.nmu.edu/students](http://www.nmu.edu/students)
- Live on April 2, 2004 – have received positive feedback
- Not all-inclusive
- Will be updated routinely as appropriate
AQIP Project #3

Dr. Leonard Heldreth
Associate Provost – Academic Affairs
Activities for Action Project 3

- A committee of administrators, staff, faculty, and students was formed in September 2003.
- The committee heard reports, looked at other schools’ processes, and tried to identify the elements of a successful advising system.
From its deliberations, the committee devised a survey to be sent to students, faculty, and staff asking them to rank the elements of a successful advising system.

The results from the survey are being collected and processed.

The committee is identifying areas in which recommendations will be made and will continue through the summer.
In fall 2004 the committee will make recommendations for implementation to the senate and the provost.

Many of the recommendations should be in place for advising during winter 2005.
Fall 2003 NMU submitted updates on its Action Projects.

In February 2004 AQIP responded to the updates and approved them.

In September 2004 the next annual update will be due.

In fall 2004 work needs to begin on the University Portfolio, a 100-page document describing NMU’s operations by answering the questions in AQIP’s “Principles and Criteria for Improving Academic Quality.”
By 2006 the University Portfolio must be completed and posted online. AQIP will evaluate it and make a public and a private response.

In 2006 or before, new Action Projects will need to be undertaken as the current ones are completed.

The new projects will be determined through a university conversation of some type.

In 2009 NMU must apply for re-accreditation.
AQIP and NMU sources

- AQIP documents and statements are at [www.aqip.org/](http://www.aqip.org/)
- NMU reports to AQIP are at [www.aqip.org/actionproject/index.html](http://www.aqip.org/actionproject/index.html), and then search the project directory
- NMU committee memberships, agendas, and minutes are at [www.nmu.edu/aqip/](http://www.nmu.edu/aqip/)
- NMU assessment templates are near the bottom of the page at [www.nmu.edu/aqip/oa/](http://www.nmu.edu/aqip/oa/)