

A decorative graphic consisting of a thin gold circle on the left and a horizontal bar with a gold-to-white gradient on the right, enclosed by large black and gold brackets.

Board of Trustees Meeting

AQIP Accreditation Update

April 30, 2004



AQIP Update

Dr. Leonard Heldreth
Associate Provost – Academic Affairs

Mr. Bill Bernard
Associate Provost –
Student Services and Enrollment

AQIP Activities 2003-2004

- 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***

Activities for Action Project 1

- **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)

Senate Outcomes Assessment Committee (academic majors)

- 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.

Senate Outcomes Assessment Committee (academic majors) (continued)

- 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.

Liberal Studies Committee

- 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

Liberal Studies Committee (continued)

- **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**

Liberal Studies Committee *(continued)*

- 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.

Student Services Outcomes Assessment Committee

- **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**

Student Services Outcomes Assessment Committee (continued)

- 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*

AQIP #2 - Charges

- **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

Chair

B. Bernard

AdIT

F. Flack

Webmaster

T. Kutchen

Financial Services

J. Coombs

Student Services

M. Matulewicz,
K. Rotundo

Records

K. Olli

Faculty

S. Poindexter

Student

T. Tanis

AQIP #2 – Student Numbering System

■ **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

AQIP #2 – Student Numbering System

(continued)

Software Interfaces Assessed

(* requires SSN ‡ involves 3rd party system § requested assistance)

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

AQIP #2 – Student Numbering System ***(continued)***

■ **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.**

***P*roject Solution**

- **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>
- 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**

Activities for Action Project 3

(continued)

- 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.

***A*ctivities for Action Project 3**

(continued)

- 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.

Additional AQIP Activities

- **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"**

Additional AQIP Activities (continued)

- **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/
- NMU reports to AQIP are at www.aqip.org/actionproject/index.html, and then search the project directory
- NMU committee memberships, agendas, and minutes are at www.nmu.edu/aqip/
- NMU assessment templates are near the bottom of the page at www.nmu.edu/aqip/oa/