

Wheel of UEP Assessment Responsibility

Deans & VPs

- Communicate the value of assessment & publicly promote its importance
- Review assessment plans & results reports & provide feedback to units prior to submission to IRPE
- Identify, establish & make available support & resources that initiate, build & sustain the commitment to assessment
- Hold Chairs accountable for timely completion of assessments & reporting
- Act on assessment result

IRPE & Assistant Director, Outcome Assessment

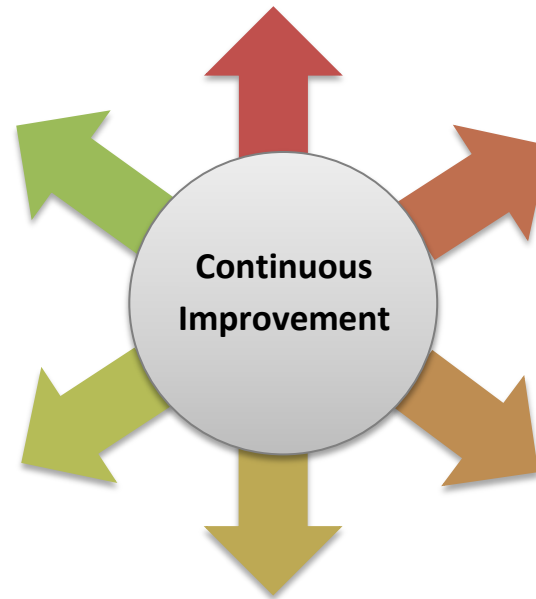
- Educate and consult with faculty & staff on what to assess, how to assess programs & how to act on the results
- Provide workshops & one-on-one training on assessment & OATS.
- Provide feedback on UEP plans & reports
- Provide technical support for OATS
- Interpret SACS' expectations for institutional effectiveness

Faculty & Staff Members

- Responsible for the assessment of outcomes, including student learning outcomes(faculty)
- Participate in assessment activities, such as developing (learning) outcomes & designing methodologies; collecting data/samples of student work; scoring/rating data or scoring student work from colleagues' courses; discussing desired outcomes or how to use results
- For faculty, communicate learning outcomes & expectations to students
- Act on assessment results

Chairs & Directors

- Develop & carry out meaningful, manageable, & sustainable assessment plans
- Work with faculty/staff to develop outcomes
- For Chairs, systematically align courses & learning outcomes with program & institutional goals; for Directors, align outcomes with unit core functions, institutional mission & University-wide strategic plan when appropriate
- Routinely collect, assess & reflect on assessment results; Ensure that that UEP reporting is completed on-time
- Act on assessment results
- Communicate assessment results & subsequent actions to faculty/staff within the unit
- Communicate assessment results and subsequent actions to respective college/school or division
- Appoint assessment coordinators & UEP Contacts



Students/Clients/Customers

- Complete assessment-related assignments/tasks to the best of their ability
- Engage in assessment-related activities (e.g., complete surveys, participate in focus groups or interviews)
- Serve on committees
- Provide feedback on assessment activities

Department Assessment Coordinators & UEP Contacts

- Take the lead role in unit assessment efforts
- Liaise with administration, faculty/staff & IRPE
- Remain current on UEP expectations, reporting deadlines, & the OATS database.
- Complete UEP assessment reporting within OATS

Source: Stitt-Berg, M. & Lowe, M. (2009). *Wheel of Assessment: Roles and Responsibilities*. Retrieved from http://manoa.hawaii.edu/assessment/workshops/pdf/Chairs_wheel_2009-03.pdf, p. 6.