

Massachusetts College of Liberal Arts
Institutional Research, Assessment and Planning
Administrative Unit Assessment Plan

Mission: To facilitate evidence-based decision-making by initiating and supporting effective processes and procedures for the collection, analysis, maintenance, and reporting of information on student learning and institutional effectiveness.

Goal #1: To collect, analyze, maintain and provide internal stakeholders (faculty, administrative staff, students) with the information they require to make informed decisions.

Performance Standards: accuracy, accessibility, timeliness, usefulness

Assessment Methods: a) feedback from MCLA faculty and staff b) annual review by Vice President of Academic Affairs c) feedback from the Assessment Advisory Group d) number of web page hits

Goal #2: To fulfill all external reporting requirements.

Performance Standards: accuracy, timeliness

Assessment Methods: a) internal review for accuracy b) review of submission dates for timeliness c) annual review by Vice President of Academic Affairs

Goal #3: To promote the appropriate use of assessment as an effective means to support institutional goals.

Performance Standards: knowledge, accessibility, outreach and development initiatives

Assessment Methods: a) feedback from MCLA faculty and staff b) annual review by Vice President of Academic Affairs c) feedback from the Assessment Advisory Group

Feedback loop and improvement

- Annual summary report.
- Annual performance review of IRAP functioning with Vice President of Academic Affairs and development of action steps to respond as needed.

August 9, 2010