

Longwood University Faculty Senate  
**PROPOSAL/POLICY COVER SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

**COMMITTEE(S)** that authored or sponsored this proposal: **Committee on Academic Outcomes Assessment and Program Review**

**TOPIC:** **Revision of the committee's purpose and duties statement**

**BACKGROUND** (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal): **The Committee on Academic Outcomes Assessment and Program Review is new, functioning since 2010. These changes reflect our efforts for continual improvement. Further, some changes are needed to be consistent with recent changes in assessment policy made by the Provost.**

**SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY** (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

**Changes to the first sentence indicate how the committee will promote quality and effectiveness. The revised sentence specifies that the committee will review and make recommendations.**

*Old:* The committee shall be responsible for promoting the quality and effectiveness of academic curriculum.

*New:* The committee shall be responsible for reviewing and making recommendations on the quality and effectiveness of academic programs.

**Changes to the second and third sentences reflect the type of assessment reports that will be reviewed and when they are to be submitted.**

*Old:* The committee will monitor, oversee, and evaluate academic Biennial Reports and Program Reviews to ascertain the extent of compliance with Longwood's assessment policy. The committee will evaluate all academic assessment reports except for those related to general education (which is under the purview of the Committee on General Education).

*New:* To promote quality and effectiveness, the committee will monitor, oversee, and evaluate all Annual Academic Assessment Reports from each program area except those related to general education (which is under the purview of the Committee on General Education). The committee will also evaluate Program Reviews from non-accredited program areas.

**The original paragraph was split into two paragraphs and a new sentence was added in the second paragraph to clarify who would receive the committee's findings.**

*Old:* The committee will also make recommendations to the Senate on issues related to assessment of academic programs.

*New:* All Committee findings will be reported to the college dean and the department chair in which the program resides to ensure compliance with the current Longwood assessment policy. The committee will also make recommendations to the Senate on issues related to assessment of academic programs.

***Summary of original and proposed revised statements are attached to this cover sheet.***

**RATIONALE FOR THE POLICY OR PROPOSED CHANGES** (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

**There are two reasons that brought about the need to revise the committee's purpose and duties statement.**

- 1. The Provost sent an email in May 2013 to all department Chairs addressing ways to improve Longwood's assessment efforts. He announced a requirement that all academic programs must enter assessment data annually in WEAVEOnline. Previously, assessment data was submitted biennially.**
- 2. SACS requires Longwood to engage in ongoing evaluation process. To support this requirement, the committee sees the need to continue a practice developed by the SACS Institutional Effectiveness Compliance Team of making recommendations on the quality and effectiveness of WEAVEOnline entries. Not only did this improve university-wide assessment practices, it provided helpful feedback to programs.**

Date submitted to Senate Executive Committee for Consideration: \_\_\_\_\_

Action(s) Taken:

Date first read at Faculty Senate: \_\_\_\_\_

Action(s) Taken:

Date final action taken by Faculty Senate: \_\_\_\_\_

Final action(s) Taken: