

Analysis of the Data Collection, Analysis, and Dissemination Process

Timeline

During each fall and spring semester: Data are collected via TrueOutcomes. According to dates identified by the program coordinators and the technology specialist. During each spring semester: Progress of advanced graduate candidates at designated transition point is monitored in a meeting of all program faculty members.

Within four weeks after the final exam each semester: The Office of Accreditation, Assessment and Data Management (OAADM) aggregates the data from the common unit assessments for the unit and disaggregates the unit data for each program; and aggregates the program data from the specific program assessments.

Within five weeks after the final exam each semester: The OAADM forwards the aggregated unit data to the dean of the Whitlowe R. Green College of Education, and forwards the disaggregated unit data and the aggregated specific program data to the program coordinators.

By January 31 for the fall semester, by June 1 for the spring semester, and by September 15 for the summer semester: Each program coordinator submits a report to the dean of the Whitlowe R. Green College of Education addressing the disaggregated unit data and the aggregated specific program data for the semester using a prescribed format.

By March 1 for the fall semester, by July 1 for the spring semester, and by October 1 for the summer semester: Dean of the Whitlowe R. Green College of Education prepares a report addressing the aggregated unit data for the semester using a prescribed format.

Each March, September, and October: Unit and program assessment reports are presented by the dean of the Whitlowe R. Green College of Education at the monthly College of Education faculty meeting and at the Local Cooperative Council meeting.

The unit and program assessment reports, along with the recommendations of the Professional Education Board, are shared by the dean with the program coordinators and department chairs outside the Whitlowe R. Green College of Education and with the provost.

By November 1 each year: Dean of the Whitlowe R. Green College of Education or his designee prepares an Annual Report on candidate performance for the unit for the academic year covering fall, spring, and summer semesters.

Analysis

Step one (1) is the initial collection of data.

- Data from external sources, i.e. the Texas Education Agency (TEA) accreditation agency reports are forwarded to the Unit head.
- Data from both internal and external sources are forwarded to the Unit head, i.e. survey results from the office of Office for Institutional Research, state and federal mandates, accrediting agency reports.
- Data from internal sources, i.e. professional and content specific examinations, professional dispositions assessments, internship ratings are collected in the departments and colleges.

Step two (2)

Data collected in step one is sent to the Assessment Committee for analysis.

Step three (3)

Analysis reports are sent to the Unit head and department chairs by the Assessment Committee.

Step four (4)

Analysis reports are analyzed in faculty/ discipline/ departmental meeting to determine if change is needed. If no change is needed the process stops here. If change is needed the faculty/ discipline/ departmental members develop a proposal for the change. The proposal specifies if the change is for an individual program or a Unit change across all programs.

Step five (5)

Proposals of change are presented to the College of Education Executive Committee. If approved in the College of Education Executive Committee the proposal is presented to the appropriate academic committee for approval.

Step six (6)

Undergraduate program changes are presented before the Undergraduate Committee. Graduate program changes are presented before the Graduate Committee. Changes approved by these committees are forwarded to the Unit head. The Unit head disseminates the information to the appropriate department chairs for dissemination to faculty/discipline/departmental members. In addition, Prior to the beginning of each semester: The university technology specialist migrates course offering information from Banner to TrueOutcomes.