

Policies and Procedures

SECTION: Academic Concerns	NO. 4.2.5.		
CHAPTER: Faculty	ISSUED: 12/21/11	REV. A	REV. B
POLICY: Annual Assessments	PAGE 1 OF 2		

PURPOSE

“Creighton exists for students and learning.” Creighton University, as a Catholic, Jesuit University dedicated to excellence in undergraduate, graduate and professional programs, is committed to an ongoing process of assessment, reflection, evaluation and action that is consistent with the model of Ignatian teaching and learning.

POLICY

The University is accountable to its students, its other constituents, and the public for evidence of ongoing assessment of student learning in accordance with Creighton University’s mission. The Office for Academic Excellence and Assessment (AEA) is established as the University’s central reporting agency for assessment. The AEA and the University Assessment Committee in conjunction with academic administrators are, therefore, responsible for establishing procedures for (at least) annual assessments (e.g., collecting, collating, reporting, and explicating assessment outcomes, plans, evidence, and actions to improve student learning).

SCOPE

Annual Assessment

Each full-time and part-time faculty member is responsible for assessment of student learning in each course taught and for assisting program faculty in assessment of program learning outcomes as needed. Each course will have clearly stated learning objectives/goals and evaluation of student learning linked to these objectives/goals.

Undergraduate, graduate and professional students are responsible for participation in the approved learning outcome assessment processes of their major, program, college, and the university. Students are expected to complete various assessment measures to the best of their ability.

Each academic unit (college/school, department, and program) and each distinct curricular program (University core, major, certificate, post baccalaureate and graduate, co-curricular), is responsible for assessment of student learning and reporting outcomes annually to their respective Dean(s).

The Deans of each School are responsible for implementing assessment procedures. Deans are responsible to report assessment data on all of their academic programs to the AEA.

Policies and Procedures

SECTION: Academic Concerns	NO. 4.2.5.		
CHAPTER: Faculty	ISSUED: 12/21/11	REV. A	REV. B
POLICY: Annual Assessments	PAGE 2 OF 2		

DEFINITIONS

Academic Unit: An academic unit is a general term and refers to a college or school, a program, and or a department under the Vice Presidents of Academic Affairs and Health Sciences. Each academic unit will have at least one assessment system.

Assessment Measures: Assessment measures are the measurement tools that will be used to evaluate student learning. The measure addresses one or more of the performance indicators for a given learning outcome, such as a project, writing sample, research report or clinical assessment form.

Assessment System: An assessment system is a detailed description of the process used to implement a cycle of assessment supporting continuous program or curricular improvement. This system consists of specified student learning outcomes, measurement tools/processes for the achievement of each learning outcome, and a structure for use of assessment results for curricular improvement.

Co-Curricular: Co-curricular programs are planned activities and formal programs that add to and support the student learning offered by academic support units. Examples include (but are not limited to): Ratio Studiorum, Migrant Journey and other Service-Learning Programs, International Programs, Campus Ministry, Creighton Center for Service and Justice, Cortina Community, and Freshman Leadership Program.

Course: A term used to describe a structured and organized learning activity for academic credit or continuing education units.

ADMINISTRATION AND INTERPRETATION

Under the direction of the Vice Presidents of Academic Affairs and Health Sciences, the Office for Academic Excellence and Assessment and the University Assessment Committee are responsible for administering this policy. Questions regarding interpretation of the policy should be addressed to the Associate Vice President for Academic Excellence and Assessment.

AMENDMENTS OR TERMINATION OF THIS POLICY

The University reserves the right to modify, amend, or terminate this policy at any time. This policy is not a contract between Creighton University and its employees.