



CLARK ATLANTA  
UNIVERSITY

# Navigating Assessment



Presented by:

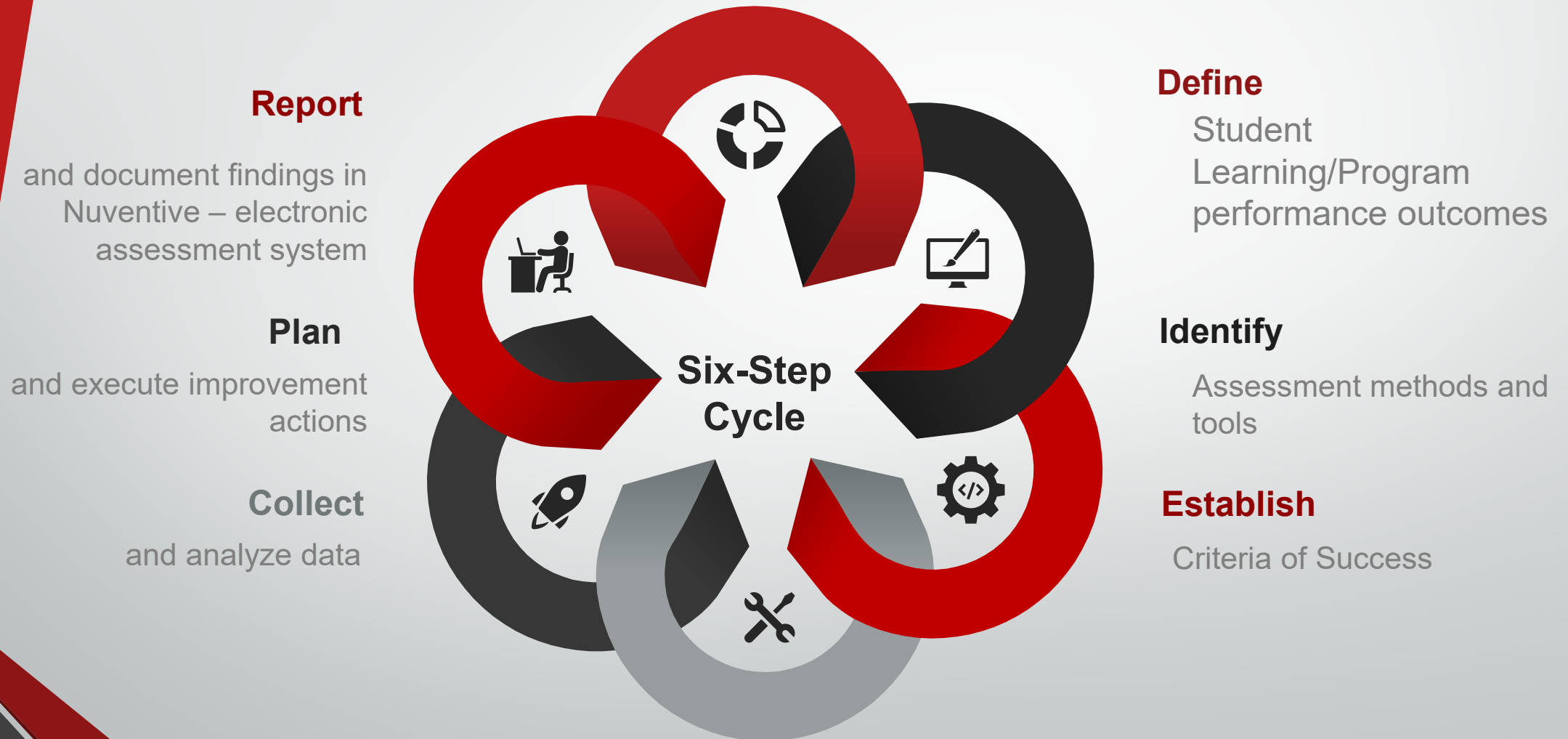
Dr. Lauren Lopez, VP of Planning, Assessment, and Institutional Research & Executive

Dr. Eric Duke, Arts and Science Assessment Liaison

# Agenda

- Overview of Six- Step Institutional and Improvement Process
- What is An Assessment and Improvement Plan?
- How to Get Started
- Utilization of the Electronic Assessment System Tool Nuventive
- How to Close the Loop

# CAU's Annual Assessment and Improvement Six- Step Cycle



# What is an Assessment Plan?

- A plan developed and carried out by the entire unit; this should not be the responsibility of one or few individuals. Use multiple methods and data sources to collect evidence of performance.
- Use multiple methods and data sources to collect evidence of performance.
- Think about how the data can be used to inform practice change; focus on evidence that can be acted upon.
- Make sure the assessment plan is manageable and sustainable over time.
- Allow flexibility in the assessment plan to “carry over” Outcomes from one year to the next, particularly if the assessment findings are unsatisfactory and improvement actions are implemented.

# What is an Appropriate Outcome?

## **SPECIFIC** to the program:

- The unit/department objective should be associated with key processes and services provided to students, parents, employers and faculty members
- The unit/department objective should be distinctive to the unit that is conducting assessment

## **MEASURABLE** and result oriented:

- The **intended outcome** should be one for which it is **feasible** to collect accurate and reliable data.
- The **intended outcome** should produce results that can identify problems and assist with program improvement.

## **ATTAINABLE** and realistic:

- Consideration was given to the **available resources** (e.g., staff, technology, assessment support, institutional level surveys, etc.) in determining whether the collection of data for each student learning outcome is a realistic expectation.
- There are a realistic **proportion of students able to achieve the stated specific level** (e.g., 80% of graduates pass the written portion of the comprehensive exam with a minimum of 75 points on the assessment rubric).

## **RELATED** and relevant to the unit's mission:

- It should focus on **intended outcomes** that are **critical to the program and its mission statement**.

## **TIME-BOUND:**

- When defining the outcomes, it is important to indicate when the outcome will be assessed (e.g. each semester, spring, annually, etc.), and for what period of time.

# Creating Outcomes in Nuventive

1. Click on  
Unit Planning →  
Assessment Plan

Nuventive Solutions  
Nuventive Improvement Platform Essential Edition  
Welcome, zeverett@cau.edu! Go To My Assignments Sign out

Program - Sample

### Program Assessment

#### Academic Program Assessment

Outcome Status: View All | Outcome Years: View All

Showing 1 of 5

- Critical Thinking**  
Outcome  
Outcome definition...  
Outcome Status  
Outcome Years
- Semester Birthday Celebrations**  
Outcome  
Were the birthdays celebrated for each month and 80% of the participants enjoyed the celebrations  
Outcome Status  
Active  
Outcome Years  
2023 - 2024

2. Click Green  
Plus to Add  
Objective

# Creating Outcomes in Nuventive

Nuventive Solutions  
Nuventive Improvement Platform Essential Edition  
Welcome, zeverett@cau.edu!  
Go To My Assignments

Program - Sample

Program Assessment  
Close Save

New Outcome

OUTCOME ASSESSMENT METHOD RESULTS

\* denotes a required field.

Outcome Name \*  
Outcome \*  
Outcome Status \*  
Outcome Years  
Start Date  
End Date

2. SAVE and CLOSE

1. Enter Title of Objective - Short and Concise



# Establish Means of Assessment

- What methods or strategies are used to accomplish the PLOs?
- What is the cycle of data collection and timeline of assessment for the PLOs?  
Who is responsible?
- What quantitative and/or qualitative methods will be used to measure each PLO? Can be multiple methods
- How manageable and sustainable is the data collection plan?



# Establish Criteria for Success

Criteria for Success is a **benchmark or target** for each measure and serves as an indicator for the expected results or levels of accomplishment.

- Identify satisfactory level of performance for each Objective with clear expectations:
  - Example 1: Annual alumni gifts will increase by 10% from \$150K to \$160.5K annually
  - Example 2: Raise private gifts and grants from \$6.5 million to \$9 million by FY 2022-2023
  
- Identify how the criteria for success for each source of data align with the expected unit performance and develop timetable for data collection:
  1. What data will be collected
  2. How the data will be collected (all assessment tools)
  3. Where the data will be collected from
  4. When the data will be collected

# Adding Assessment Methods in Nuventive

The screenshot shows the Nuventive Solutions interface. At the top, the header includes the Nuventive logo, the text 'Nuventive Solutions', and 'Nuventive Improvement Platform Essential Edition'. A user is logged in as 'zeverett@cau.edu'. There are buttons for 'Go To My Assignments' and 'Sign out'. Below the header, a navigation bar shows 'Program - Sample' and a search bar with 'Semester Birthday'. The main content area is titled 'Program Assessment' and contains a tabbed interface with three tabs: 'OUTCOME', 'ASSESSMENT METHOD', and 'RESULTS'. The 'ASSESSMENT METHOD' tab is currently selected and highlighted in green. To the right of the tabs is a green button with a white plus sign (+), which is circled in red. Below the tabs, a message states: 'No Assessment Method has/have been entered. Please click the add button + to create a/n Assessment Method'. Two callout boxes provide instructions: '1. Click on Assessment Tab' points to the 'ASSESSMENT METHOD' tab, and '2. Click Green Plus to Add Assessment Methods' points to the red-circled plus button.

# Adding Assessment Methods and Criteria of Success in Nuventive

1. Identify satisfactory level of performance for each Objective with clear expectations

2. Identify how the criteria for success for each source of data align with the expected unit performance

Banner Reports  
Capstone Course/Assignments  
Comprehensive Exam  
Essay  
Exit Interview  
Formative Assessment  
Internal Report  
Participation/Attendance Rates  
Survey  
Workshop Training

3. SAVE and CLOSE

Nuventive Solutions Nuventive Improv

Program - Sample

Program Assessment

Hoster Birthday Celebrations

ne: Were the birthdays celebrated for each month and 80% of the participants enjo

required field.

Assessment Method Tool ⓘ

Assessment Method ⓘ \*

Assessment Method Status \*

Criterion ⓘ

Assessment Schedule \*

Go To My Assignments

Close Save

Hide Details

# Results: The Final Assessment Plan Components

## Description of Activities

- What did we do?
- Why did we do it?
- How did we do it?
- Who did we assess?

## Description of Results

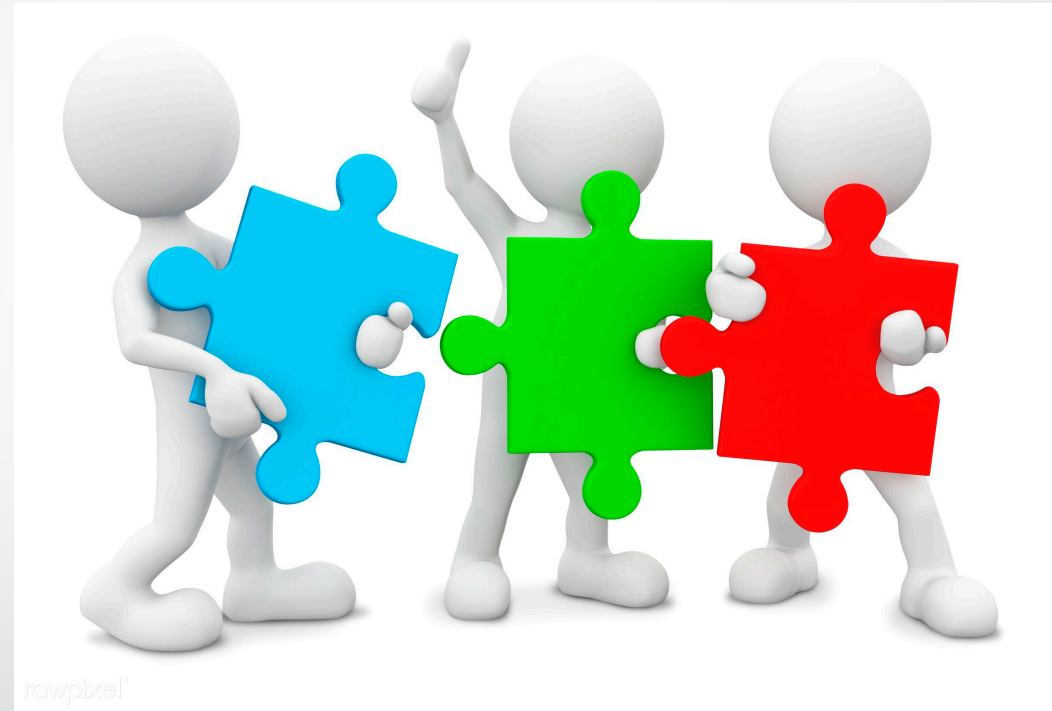
- What did we find?

## Interpretation

- What do our findings mean?

## Suggestions/Improvements

- What should or could be done based upon results of the assessment?



# Entering Results

The screenshot shows the Nuventive Solutions interface. At the top, there is a dark header with the Nuventive logo, the text 'Nuventive Solutions', and 'Nuventive Improvement Platform Essential Edition'. A user is logged in as 'zeverett@cau.edu'. There are buttons for 'Go To My Assignments' and 'Sign out'. Below the header, there is a navigation bar with a hamburger menu, 'Program - Sample', and a search bar containing 'Semester Birthday Celebrations'. A 'Close' button and a 'Save' dropdown are visible. Below the search bar, there are tabs for 'OUTCOME', 'ASSESSMENT METHOD', and 'RESULTS'. The 'RESULTS' tab is selected and highlighted with a green border. Below the tabs, the text '500 page essay on enjoyment of birthday celebrations' is displayed. A large white box contains the message 'No Results has/have been entered.' In the bottom right corner of the results area, there is a green plus sign icon circled in red.

1. Click on the Results tab

2. Click Green Plus to Add Results

# Entering Results

2. Don't forget to SAVE and CLOSE

Nuventive Solutions Nuventive Improvement Platform Essential Edition Welcome, zeverett@cau.edu! Go To My Assignments

Program - Sample

Program Assessment Close Save

## Semester Birthday Celebrations

**Outcome:** Were the birthdays celebrated for each month and 80% of the participants enjoyed the celebrations  
**Assessment Method:** 500 page essay on the enjoyment of birthday celebrations  
**Criterion:** At least 80% of the student will enjoy birthday celebrations

Hide Details

### ASSESSMENT RESULTS

\* denotes a required field.

Assessment Results \*

Charts & Graphs Press ALT + 0 for accessibility help

Assessment Year \*  
| v

Criterion Met? \*  
| v

Results Entry Date \*  
09/28/2023


1. Enter Results

# Uploading Related Documents

1. Scroll below Results to attach documents

Documents




Document Name	Document Description	
There are no documents attached		





2. Click Green Plus to Add Files from your Computer

3. Click Attach or Add Files

Document Repository

ATTACH   

 > PROGRAM - SAMPLE > GENERAL

 GUIDE- Navigating Nuventive Platform-AP 090623.pptx

4. Don't forget to SAVE



# Action and Improvement Plan

**Nuventive Solutions** Nuventive Improvement Platform Essential Edition Welcome, zeverett@cau.edu! [Go To My Assignments](#) Sign out

Program - Sample

**Program Assessment** [Close](#) [Save](#)

## Semester Birthday Celebrations

**Outcome:** Were the birthdays celebrated for each month and 80% of the participants enjoyed the celebrations [Hide Details](#)

**Assessment Method:** 500 page essay on the enjoyment of birthday celebrations

**Criterion:** At least 80% of the student will enjoy birthday celebrations

### ASSESSMENT RESULTS

2023 - 2024

**Criterion Met? \***  
Yes

**Results Entry Date \***  
09/28/2023

**Documents**

Document Name	Document Description	
There are no documents attached		

### Continuous Improvement

**Plan of Action for Improvement \***  
Review course work to improve and add to class work.

**Use of Results/Follow Up ⓘ \***  
Review with other professors to ensure level of comprehension is acceptable.

Review the results. Develop Action Plan for the next year. Enter information in Nuventive to be used in planning discussions. Any assisting documents upload into the Document Repository.

# Pulling a Report

The screenshot shows the Nuventive Solutions interface. At the top, it says 'Nuventive Solutions' and 'Nuventive Improvement Platform Essential Edition'. The main header is 'Program Assessment' with 'Close' and 'Save' buttons. Below that, the search term is 'Semester Birthday Celebrations'. There are filters for 'Assessment Method Status' (set to 'View All') and 'Assessment Year' (set to '2023 - 2024'). The 'RESULTS' tab is selected. A list of results is shown, with the first entry being '500 page essay on the enjoyment of birthday celebra...' by 'Z. Everett' on '9/28/23'. Below the list, there are three report cards: 'Assessment Plan (Programs)', 'Assessment Report: 2-column (P...', and 'Assessment Report: Narrative (P...'. A callout box points to the 'Assessment Report Narrative' card.

Assessment Plan  
Assessment Report 2-column  
Assessment Report Narrative

1. Click on the report to run

# Assessment: Unit Two Column Report

## Program - Sample: Assessment Report

### Sample Assessment

Faculty will be able to navigate the Nuventive Platform without any additional assistance from OPAR.

**Outcome Status:** Active

**Outcome Years:** 2022 - 2023

**Start Date:** 08/14/2023

**End Date:** 08/15/2023

#### Mapping

University Strategic Plan (Sample): (X - Highlight to Align)

- Strategic Goal 3: X

Assessment Method	Assessment Results
<b>Assessment Method Tool:</b> Survey <b>Assessment Method:</b> Each faculty member will do a survey. <b>Assessment Method Status:</b> Active <b>Criterion:</b> At least 85% will respond <b>Assessment Schedule:</b> Semester	<b>Assessment Results:</b> Spain <b>Charts &amp; Graphs:</b> <i>" The rain in Spain falls mainly in the Plains"</i> <b>Assessment Year:</b> 2023 - 2024 <b>Criterion Met?:</b> Yes <b>Results Entry Date:</b> 09/07/2023 <b>Documents:</b> <a href="#">some-rubric.pdf</a> <b>Plan of Action for Improvement:</b> N/A <b>Use of Results/Follow Up:</b> N/A
<b>Assessment Method Tool:</b> Essay <b>Assessment Method:</b> Knowledge base and grammar <b>Assessment Method Status:</b> Active <b>Assessment Schedule:</b> Weekly	

### Semester Birthday Celebrations

Were the birthdays celebrated for each month and 80% of the participants enjoyed the celebrations

**Outcome Status:** Active

**Outcome Years:** 2023 - 2024

**Start Date:** 09/01/2023

**End Date:** 05/31/2024

# How to Close the Loop

Program - Sample: Assessment Report

## CLOSING THE LOOP (ANNUALLY)

1. Review competencies and SLOs
2. Review means of assessment
3. Examine Results and Interpretation
4. Develop Improvement Plan



### Sample Assessment

Faculty will be able to navigate the Nuventive Platform without any additional assistance from OPAR.

**Outcome Status:** Active

**Outcome Years:** 2022 - 2023

**Start Date:** 08/14/2023

**End Date:** 08/15/2023

#### Mapping

University Strategic Plan (Sample): (X - Highlight to Align)

- Strategic Goal 3: X

Assessment Method	Assessment Results
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### Semester Birthday Celebrations

Were the birthdays celebrated for each month and 80% of the participants enjoyed the celebrations

**Outcome Status:** Active

**Outcome Years:** 2023 - 2024

**Start Date:** 09/01/2023

**End Date:** 05/31/2024

# CAU Assessment Resources

## + INSTITUTIONAL ASSESSMENT

Other Support  
and Resources

### Nuventive

Home / Home / Institutional Assessment / Nuventive

#### NUVENTIVE IMPROVEMENT PLATFORM

Clark Atlanta University has transitioned from the IMPROVE to the **Nuventive Improvement Platform (Nuventive)** Electronic Assessment Planning and Reporting System.

Access **Nuventive** through the CAU Network as follows:

<https://solutions.nuventive.com/>

#### Nuventive Video Tutorials

- [How to Enter Your Unit Assessment Plan](#)

**To log on:** Single Sign-On with your MyCAU credentials.

If you experience issues and need access, please email [opar@cau.edu](mailto:opar@cau.edu).

To make sure you have the best experience possible, we recommend using the most up-to-date version of **Google Chrome (PC)** or **Mozilla Firefox (MAC)**.

#### Nuventive Help Guides

- [Generic Nuventive Help Guide](#)
- [Guide to Navigating Nuventive Platform - Academic Programs](#)
- [Title III: Guide to Nuventive Platform](#)

Click on  
Help  
Guides

[OPAR/Institutional Assessment](#)

Navigating Nuventive



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10/2023

Navigating Nuventive