

# ASSESSMENT REPORT FOR

## Center for the Advancement of Teaching

(Administrative or Educational Support Unit)

August, 2003 - May, 2004

May 15, 2003

(Assessment Period Covered)

(Date Submitted)

### Expanded Statement of Institutional Purpose Linkage:

#### Institutional Mission/Goal(s) Reference:

Xavier University of Louisiana is Catholic and historically Black. The ultimate purpose of the University is the promotion of a more just and humane society. To this end, Xavier prepares its students to assume roles of leadership and serve in society. This preparation takes place in a pluralistic teaching and learning environment that incorporates all relevant educational means, including research and community service.

#### Administrative or Educational Support Unit Mission Statement:

The Center for the Advancement of Teaching coordinates faculty development initiatives at Xavier University; is an interdisciplinary, collaborative academic unit that seeks to focus the University's efforts aimed at advancing the art of teaching at all levels; creates opportunities for Xavier faculty to develop new teaching strategies and to incorporate the use of technology in educationally effective ways; encourages and supports collaboration between Xavier faculty and preK-12 schools.

### Intended Administrative Objectives:

1. Implement the initiatives associated with the Mellon grant.

2. Write a concept paper that describes the programmatic elements or direction of a new grant initiative of the Center for the Advancement of Teaching

3. Consider facility improvements and upgrades

4.

5.

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## Intended Administrative or Educational Support Objective:

*NOTE: There should be one form C for each intended objective listed on form B. Intended unit objective should be restated in the box immediately below and the intended objective number entered in the blank spaces.*

Implement the initiatives associated with the Mellon grant.

## First Means of Assessment for Objective Identified Above:

### a. Means of Unit Assessment & Criteria for Success:

The Center has developed milestones for implementing the activities associated with the Mellon grant. Accomplishment of the milestones should be at least 95%.

### a. Description of Data Collection & Assessment Results:

Evidence of milestones will be kept in the Center. A copy of the milestones will be attached.

### a. Use of Results to Improve Unit Services:

Center staff will use the timeline to focus on implementation of the grant.

## Second Means of Assessment for Objective Identified Above:

### b. Means of Assessment & Criteria for Success:

The activities and events will be documented.

### b. Description of Data Collection & Assessment Results:

An event list will be kept with the dates of the Mellon grant initiative milestones.

### b. Use of Results to Improve Unit Services:

The event list assist Center in reporting on implementation of the grant.

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## Intended Administrative or Educational Support Objective:

*NOTE: There should be one form C for each intended objective listed on form B. Intended unit objective should be restated in the box immediately below and the intended objective number entered in the blank spaces.*

Write a concept paper that describes the programmatic elements or direction of a new grant initiative of the Center for the Advancement of Teaching

## First Means of Assessment for Objective Identified Above:

### a. Means of Unit Assessment & Criteria for Success:

Identify the interests, priorities, and needs of faculty as they relate to teaching and learning.

### a. Description of Data Collection & Assessment Results

Survey data from the faculty development survey and Center events participation will be used and the analysis should indicate faculty interests.

### a. Use of Results to Improve Unit Services

Analyze for faculty interests, priorities and teaching and learning indication; use to identify the focus for writing a grant

## Second Means of Assessment for Objective Identified Above:

### b. Means of Assessment & Criteria for Success:

Seek input for programmatic elements through discussions with the Center Faculty Advisory Group and the Administration

### b. Description of Data Collection & Assessment Results:

Will keep minutes from Center Faculty Advisory Group meetings and collect suggestions from the administration regarding the possible direction or programmatic elements for a new grant proposal

### b. Use of Results to Improve Unit Services:

The identification of programmatic elements will be used in tailoring the scope of future grant proposals.

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## **Intended Administrative or Educational Support Objective:**

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Consider facility improvements and upgrades.

## **First Means of Assessment for Objective Identified Above:**

### **a. Means of Unit Assessment & Criteria for Success:**

Electronic classroom Survey; high return rate and ratio of useable comments for areas of concern.

### **a. Description of Data Collection & Assessment Results:**

Surveys will be distributed to students and faculty using the rooms towards the end of each semester. The results will be analyzed.

### **a. Use of Results to Improve Unit Services:**

The survey results will be used to justify future changes.

## **Second Means of Assessment for Objective Identified Above:**

### **b. Means of Assessment & Criteria for Success:**

Seek facilities planning advice on computer lab office areas.

### **b. Description of Data Collection & Assessment Results:**

Correspondence will be kept on discussions about renovation possibilities.

### **b. Use of Results to Improve Unit Services:**

The results will be use to implement changes to the facility.