

Guidance for Annual IE Assessment Reporting Impacted by COVID-19

All academic programs and support units at A&M-Commerce will complete an annual IE assessment report for the academic year 2019-20. We encourage faculty and staff to continue conducting and collecting assessments as scheduled when possible. However, the disruption to services and the transition to online learning and remote work may, in some cases, impact the ability to conduct an assessment as planned. Please consider the following guidance as you look to complete your assessment results collection and report for the current year.

To the best of your ability, continue to conduct assessments as planned under the 2019-20 IE Plan.

- For any assessment method whose results you believe were impacted by the transition to online learning or remote work, please include a note about the possible impact. This includes partial or incomplete results or results with performance below expected levels.

Instructions for Entering in Nuventive Improvement Platform:

- Include the following note in the field for “Results”

* Result Date ?

* Result

* Reporting Period ?

* Conclusion ?

* Follow Up on Previous Year Action Plan

****Please note that 2019-20 assessment results for the [NAME OF ASSESSMENT METHOD] may have been impacted by factors influenced by the university response to COVID-19 and the transition to online instruction and remote work for the Spring 2020 semester.**

- Include any additional detail about the anticipated impact, as needed. For example, “Because several spring events were cancelled due to COVID-19, attendance data is logged only through February rather than for the spring full semester.” OR “Course content related to the SLO was delivered through online readings rather than an in-class activity which may have impacted performance on the learning outcome differently than in previous assessment cycles.”
- Enter the Conclusion based on results collected, as usual. Please do not select “Inconclusive” unless NO results were collected for the assessment.
- If time demands due to the transition to online learning and work affect your ability to conduct the assessment by the close of the spring semester but you will still be able to conduct the assessment within the coming months, please plan to complete the

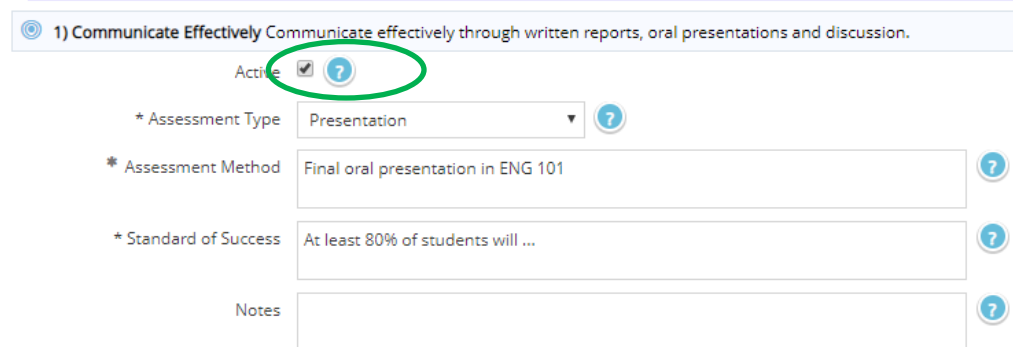
assessment no later than August. The due date for 19-20 Results submission this year is extended to **September 1st**.

If you are unable to conduct the planned assessment due to the transition to online learning and remote work.

- Consider switching to an alternative assessment method to assess the Student Learning Outcome or Goal. (For example, if you are unable to conduct presentations but the students are able to submit written essays instead. Or, if you are unable to conduct a focus group but can conduct a survey instead.) If you would like assistance with selecting an alternative assessment method, please contact Mary.Cheek@tamuc.edu.

Instructions for Entering in Nuventive Improvement Platform:

- Mark the original Assessment Method as not active by *deselecting* the “Active” check box. Save and exit the Assessment Method.



1) Communicate Effectively Communicate effectively through written reports, oral presentations and discussion.

Active ?

* Assessment Type Presentation ?

* Assessment Method Final oral presentation in ENG 101 ?

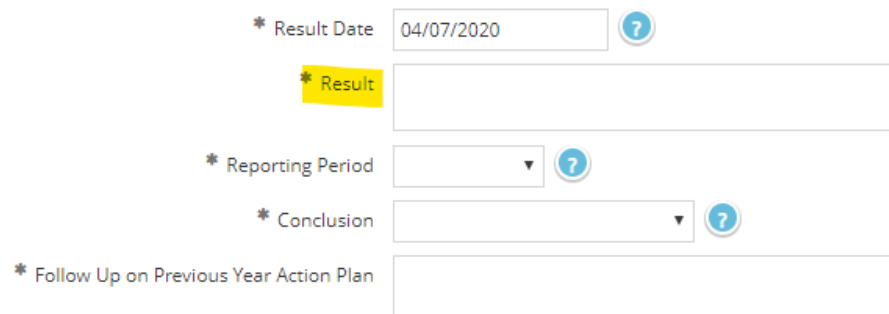
* Standard of Success At least 80% of students will ... ?

Notes ?

- Add a new Assessment Method for the associated Student Learning Outcome(s) or Goal(s). Mark this as *active*.
- Enter Results for the new Assessment Method under the Assessment Results area and select the Reporting Period for 2019-2020.
- If you are unable to conduct the assessment and cannot switch to a different assessment method, complete a Results entry which includes a note about why the assessment was unable to be conducted.

Instructions for Entering in Nuventive Improvement Platform:

- Navigate to Assessment Results and select “Add Result” under applicable SLO or Goal and Assessment Method.
- Include the following note in the field for “Results”



* Result Date 04/07/2020 ?

* Result

* Reporting Period ?

* Conclusion ?

* Follow Up on Previous Year Action Plan

****Please note that 2019-20 assessment results for the [NAME OF ASSESSMENT METHOD] were unable to be collected due to factors influenced by the university response to COVID-19 and the transition to online instruction and remote work for the Spring 2020 semester.**

- Include a description of the specific disruption to results collection and your plan for collecting results for this assessment in the next assessment cycle, or otherwise altering your assessment plan to adjust. For example, *“Licensure exam data was not available in Spring 2020 due to delays in testing in response to social distancing measures put in place by the state. The program will resume collection of data for this assessment when licensure exams are next administered.”*
- Enter the Conclusion as “Inconclusive.”

* Conclusion 

For more information on entering assessment results in the Nuventive Improvement Platform, please access the resources on our website at www.tamuc.edu/ie or email IE@tamuc.edu.