



# Assessment and Evaluation Policy

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Policy Number: A - 3

## FULL POLICY CONTENTS

Scope	<b>Effective:</b> 9/28/17
Policy Statement	<b>Last Updated:</b> 1/11/2023
Reason for Policy	<b>Responsible University Office:</b> <i>Division of Health Sciences at IUPUC</i>
Procedures	<b>Responsible University Administrator</b> <i>Division Head</i>
<b>ADDITIONAL DETAILS</b>	<b>Policy Contact:</b> <i>Administrative Assistant, 812-348-7250</i>
History	

## Scope

Division of Health Sciences at Indiana University-Purdue University Columbus (IUPUC) students.

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## Policy Statement

Division of Health Sciences at Indiana University-Purdue University Columbus' commitment to excellence requires a comparable commitment to a culture of assessment through which continual evaluation of the program's effectiveness is measured. A systematic comprehensive process will be used to determine program effectiveness.

## Reason for Policy

Division of Health Sciences at Indiana University-Purdue University Columbus conducts a 360-degree evaluation process to obtain data concerning program quality for analysis. The assessment and evaluation policy outlines the process that is reflected in the program evaluation plan. This policy will serve as a reference for the established timeline of the 360-degree evaluation process.

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## Procedures

Evaluation of the identified outcomes is conducted on the following schedule and reflects the Division of Health Sciences at IUPUC program evaluation plan:

1. Assessed annually and reported at the Faculty and Staff Council meetings, the Division of Health Sciences at IUPUC program's mission, goals, and expected student outcomes are evaluated for congruency with IUPUC program's mission, goals, and expected student outcomes.
2. Expected outcomes data for the 360-evaluation process is collected via electronic surveys from:
  - a. Students
  - b. Faculty
  - c. Alumni
  - d. Community of Interest
  - e. Employers
  - f. Clinical sites
  - g. Clinical preceptors
3. Schedule of evaluation is as follows:
  - a. Mission of the Division of Health Sciences at IUPUC is reviewed annually for congruency with the institution, accreditation, or program changes.
  - b. Student, faculty, and clinical site/preceptor surveys are collected and analyzed by the Director of Assessment and Evaluation and presented to Faculty and Staff Council meeting each semester and annually at the Advisory Board Council meeting.
  - c. Alumni surveys are collected every two years and presented to Faculty and Staff Council meeting and Advisory Board Council.
  - d. Assessment and Evaluation Director reviews the Bylaws yearly to determine congruency with the expected faculty outcomes and congruency of program outcomes in relation to the mission, goals, and objectives of the Division of Health Sciences
  - e. Division of Health Sciences at IUPUC governance structure is reviewed annually.
  - f. Clinical faculty evaluate clinical sites at the end of each semester.
  - g. Clinical sites evaluate faculty and students at the end of each semester.
  - h. Students evaluate didactic and clinical faculty at the end of each course.
  - i. Students evaluate each course at the end of each semester.
  - j. Students evaluate clinical sites at the end of each semester.
  - k. Community of Interest survey is administrated triennially.
  - l. Employer and alumni satisfaction survey is administered biennially.

- m. Graduate exit surveys are administered annually upon graduation.
  - n. Track and program directors review benchmark means and syllabi for consistency annually and report findings to Assessment and Evaluation Director.
  - o. Assessment and Evaluation Director reviews all obtained data and reports findings to Faculty and Staff Council.
  - p. The Academic Planning Committee reviews the curriculum for congruency with national standards every three years or with any national standards changes. Results are reviewed by the track and program directors and Assessment and Evaluation Director.
  - q. Synergy Curriculum Committee meets at least three times per semester to review teaching and learning practices.
  - r. Student and faculty survey are collected after each simulation experience. The Director of Assessment and Evaluation shares this data with the appropriate simulation facilitator, the Director of the Simulation Center, and at Faculty and Staff Council meetings.
  - s. NCLEX pass rates; student employment after graduation; certification rates; and admission, retention, and graduation rates are collected and reviewed annually at the Faculty and Staff Council and Advisory Council meetings
  - t. Student satisfaction with appreciative advising are collected at the end of every semester.
  - u. The Division Head or delegate reviews all recruitment materials and the website on an annual basis to ensure correctness and congruency.
  - v. End-of-semester course reports, trends of learning contracts and professionalism alerts are provided to the Assessment and Evaluation Committee by Division Head or delegate at the end of each semester.
4. The program evaluation plan details the exact pathways for each of the evaluation processes and is reviewed and updated every three years or with any national standards changes. \_\_\_\_\_
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## History

Reviewed by Policy and Procedure Committee 4/15/2020

Approved by Faculty & Staff Council 4/29/2020

Reviewed by Policy and Procedures Committee 1/5/2023

Approved by Faculty Staff Council 1/11/2023