API Update #1   THE LAUNCH   May 8, 2012

What is this?

What started out as a small, modest memo that originally focused on actions and information related to the NCATE accreditation visit is now expanding its horizons.

From this point onward, the entire CEHD community will receive a regular email that provides a brief overview of **upcoming college-wide actions and deadlines**, and then links you to the "API Update" – a link on the website of CEHD's Assessment and Program Improvement (API) office.

The "API Update" will cover fascinating topics such as TaskStream usage, assessment information collection, state reporting, faculty contracts/credentialing, field placement information, syllabi review, and so much more!

Enjoy!

General Information and Looming Deadlines

cehd.gmu.edu/api
The website for the Accreditation and Program Improvement office is now live! The hope of the API office website is that it will serve as a useful resource to you – feel free to browse and explore. If you have any questions or concerns, please contact Adrienne Sullivan at asulli11@gmu.edu.

Faculty Contracts and Credentialing
Fall 2011 served as the pilot semester for API and division offices for using the intranet-based adjunct contract approval and generation process, as well as the syllabus review. **April 15th was the deadline for the review of transcripts and vitas for new adjunct hires for summer 2012; syllabus should always be reviewed two weeks prior to the teaching semester.** Mary Wilson (mwilsonh@gmu.edu) and Beth Rooney (erooney1@gmu.edu) are happy to answer any questions about these processes.

MATS, Mason's House for Assessment Information
MATS is the Mason Assessment Tracking System, the university's central collection space for assessment information, which is run by Mason's Office of Institutional Assessment (OIA). This spring is the start of the three-year reporting cycle in MATS. CEHD is expected to provide information for all of CEHD's degree programs and certificates. **API has sent requests to all divisions for the first round of information, but other requests shall follow. The** API office is working with OIA to ensure that we submit all that is required by the first-cycle final deadline.

You can learn more about MATS by going to OIA's website and signing up for one of their MATS Workshops. You can also contact Adrienne. Stay tuned for more information about MATS in the future…

NCATE Accreditation
At their April 2012 meeting, NCATE's Unit Accreditation Board (UAB) determined that CEHD "*has been accredited for two years with a focused visit at both the initial and advanced levels because Standard 2 was not met. A focused visit on the unmet standard must be conducted by spring 2013; if Standard 2 is not met at that time, accreditation will be revoked.*" **We cannot emphasize enough the impact this 2013 visit will have on not only NCATE-related programs, but on the entire college**. Steve White, Libby Hall, and Scott Bauer, members of the original "NCATE Team" will be contacting NCATE shortly to discuss the UAB's decision and guidance for CEHD.

Program Participation in Mason's Academic Program Review
All programs at Mason that do not participate in an external accreditation review are required to participate in Mason's Academic Program Review (APR).

The purpose of the APR is "provide feedback to the department, the dean, and the university on the performance of the curriculum; student achievement of learning outcomes; faculty research, scholarly activities; accomplishments and service; and to support informed development of plans for improvement or change." (APR Guide 2011-2012)

The following RHT's programs submitted an APR in February 2012: BS in Health, Fitness and Recreation Resources (Concentrations in Health Promotion, Kinesiology, and Sport Management); BS in Tourism and Events Management (concentrations in Events Management, Hospitality Management, and Tourism Management); MS in Exercise, Fitness and Health Promotion; and MS in Sport and Recreation Studies.

Mason's APR Committee, made of up tenured faculty representatives from all colleges, have provided initial feedback to the programs. **Based on the feedback, the programs are expected to submit a revised report to the APR Committee by October 25, 2012.**

Using TaskStream to Collect Assessment Data
TaskStream is a web-based assessment tool where programs can enter assessment rubric scores and then analyze that data by running TaskStream-generated reports.

In fall 2011, to establish a more consistent assessment data-collection, every NCATE-related program identified their key assessments and entered rubric scores for each assessment into TaskStream. This great effort was led by the kind hand of Emily Gibson (egibson5@gmu.edu), CEHD's TaskStream coordinator. Some programs had been using TaskStream extensively for several semesters, while other programs began using TaskStream's primary features in fall 2011. In either case, Emily Gibson serves to support all efforts – please contact Emily if you have any questions about TaskStream. Emily also provides TaskStream Workshops, too! Dates for upcoming workshops are available on the API website.

As part of CEHD's process for NCATE re-accreditation, each NCATE-related program submitted a report that provided fall 2011 data from key assessments to demonstrate candidate mastery of the program's standards. Now that all NCATE-related programs have begun to submit their key assessment data into TaskStream (see above), preparing future program reports, and providing snapshots of semester updates, should be much less painful.

For programs that use TaskStream, all assessment data for spring 2012 should be entered into TaskStream by May 18, 2012 so that Emily Gibson may run reports for program analysis.

Biennial Report for the Virginia Department of Education (VDOE)
Every other year, each higher education institution in Virginia is expected to submit information on its partnerships and collaborations for approved education programs. We have received notice from the VDOE that its time to start gearing up for the "2011-2013 Accountability Measurement of Partnerships and Collaborations." The completed report is due by June 15, 2012. **Each division has been contacted and provided their 2009-2011 list for review by May 15, 2012.** Thank you in advance for your assistance!

Confused? Interested? Curious? In any case, please contact Adrienne Sullivan at asulli11@gmu.edu.