



UNIVERSITY *of* MARYLAND
BALTIMORE

Best Practices in Assessment Group

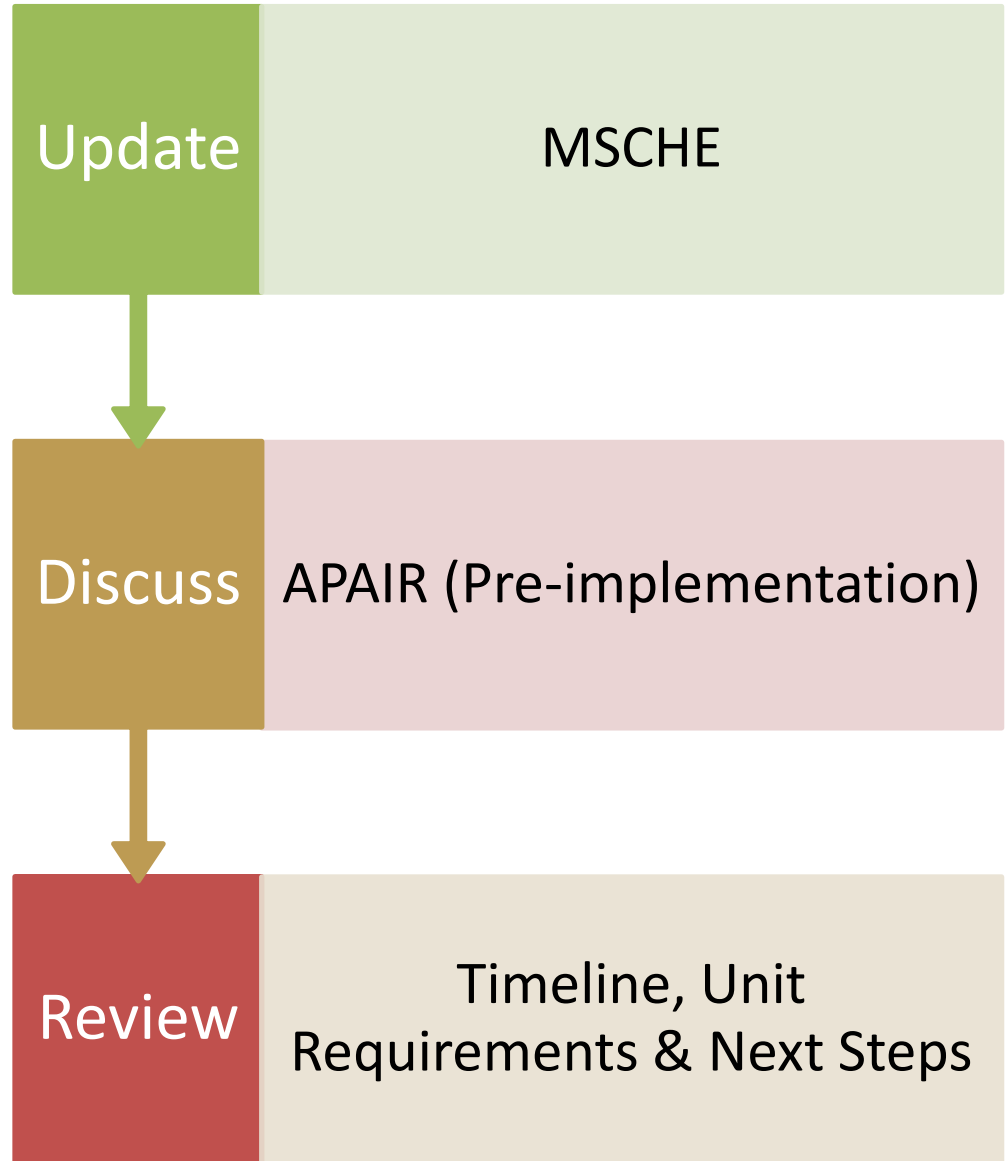
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Office of Institutional Effectiveness, Strategic
Planning, & Assessment (IESPA)

June 6, 2023

Meeting Objectives



Academic Program Assessment and Improvement Report (APAIR)

Institutional Purpose

- MSCHE compliance
- Document assessment activities
- Continuous improvement

Modules

- Program Details
- Annual Program Assessment Plan
- Institutional Learning Outcomes Management
- External Program Review Management

APAIR Requirements

- Two Reporting cycles per year
 - Annual Program Review and Goal-setting
 - Year-End Assessment Report



APAIR Access

- Levels of Access Rights
 - Approver, Contributor, Viewer
 - Approver (1, required)
 - Contributor (1+, not required)
 - Viewer (1+, not required)
 - Date restrictions (IESPA-managed)
 - Office of the Provost/IESPA & CITS

APAIR Access Screen

- **Programs visible to user by assigned access rights: Approver, Contributor, or Viewer**



APAIR Add Program Details Pending Programs Programs Reports Search Admin Menu ▾

Add Program Details

Select the Program that you want to provide details for:

Program Name	Degree Type	Degree Level	Self-Supported	Primary School	Secondary School	Status
Adult Gerontology Acute Care Nurse Practitioner /	Certificate	Post-Doctoral Certificate	N	Nursing		
Adult Gerontology Primary Care Nurse Practitioner	Certificate	Post-Doctoral Certificate	N	Nursing		
Aging and Applied Thanatology	Certificate	Post-Baccalaureate Certificate	Y	Graduate School	Self-Sufficient	
Biochemistry and Molecular Biology	MS	Masters	N	Graduate School	Medicine	
Biochemistry and Molecular Biology	PhD	Research & Scholarship Doctorate	N	Graduate School	Medicine	
Biomedical Sciences	PhD	Research & Scholarship Doctorate	N	Graduate School	Dentistry	
Biomedical Sciences*	MS	Masters	N	Graduate School	Dentistry	
Care Coordination	Certificate	Post-Baccalaureate Certificate	N	Nursing		

Program Details

- **Allows program to link related certificate programs under one APAIR.**

APAIR Add Program Details Pending Programs Programs Reports Search Admin Menu ▾

Add Program Details

Program: Social Work
HEGIS Code: 2104.00
CIP Code: 44.0701
Degree Type: PhD
Degree Level: Research & Scholarship Doctorate
Self-Supporting?: N
Primary School: Graduate School
Secondary School: Social Work

Program Website
Required

Program Director
Required

Program Co-Director
Optional

Related Certificate Programs: **Programs**

Annual Plan Start Date
Required - End date will automatically be June 30th of next year.

What annual metrics are being reviewed?
Required

Annual Program Plan

- Define Area(s) of Improvement and Goals by Fiscal Year

Year Range

Required - ranges with defined goals are disabled

Please describe your progress on the goals from the last academic program review

Required

What areas of weakness are you trying to address?

Required

Goal

Required - 250 characters limit

Goal Type

Required

Milestone/Metric to evaluate success

Required - 250 characters limit

Annual Program Plan

- Define Program Goals

[Define Program Goals](#)

Goals:

Click on the Year Range to see goal details and update goal. Select the Goal Title to provide Goal Development & Updates.

Year Range	Recent Progress	Weaknesses being Addressed	Goals		
2023-2024	Goals Goals Goals	Weakness test	Title	Type	Milestone/Metric to evaluate success
			test goal 1 test goals 2 test 3 test test test test test test test	Student learning Outcome	Exam scores
			test 45 test 46 test 47	Institutional Learning Outcome	ILO metric 1



ILO Themes

- Community Engagement
- Cultural Competence/DEI
- Ethics
- Global Learning & Engagement
- Integrity
- Interprofessional Education
- Leadership

Tracking ILO Status in the APAIR

ILO Theme	Definition	Outcome	Objective 1	Objective 2	Objective 3	Objective 4
Global Engagement and Learning	Global Engagement and Learning defines students who are committed to navigating the world and connecting with its people in a wide array of professional and social settings.	UMB graduates will demonstrate Global Engagement and Learning outcomes at the end of their degree programs. Graduates will be assessed on long-term outcomes. Each program will assess outcomes for its students. Broad ILOs will be inclusive of the variety and types of programs in the UMB portfolio.	UMB students will have exposure to the interrelationships among the self, local, and global communities.	UMB students will demonstrate reflection of self-perspective and an awareness and appreciation of cultural diversity.	UMB students will have opportunities to integrate awareness of world perspectives to aid in solving real-life problems.	UMB students will have the ability to recognize and understand complex global systems and identify personal, ethical, moral, relationships, and obligations within those systems.

Institutional Learning Outcomes (ILOs)

Pre-loaded Data

- IESPA-preloaded data
 - Theme, outcome, and objectives for each theme
 - Required response for each theme
 - Highest objective achieved
 - Select proposed status in FY (e.g., maintain, advance)

Institutional Learning Outcomes (ILOs)

Current Status of ILOs Achieve by Theme

Add ILO Tracking

Program: Health Science/Physician Assistant

HEGIS Code: 1299.60

CIP Code: 51.0912

Degree Type: MS

Degree Level: Masters

Self-Supporting?: Y

Primary School: Graduate School

Secondary School: Self-Sufficient

Year Range

Required

ILO Theme Number One:
Community Engagement

Civic engagement is "working to make a difference in the civic life of our communities and developing the combination of knowledge, skills, values, and motivation to make that difference. It means promoting the quality of life in a community, through both political and non-political processes." In addition, civic engagement encompasses actions wherein individuals participate in activities of personal and public concern that are both individually life-enriching and socially beneficial to the community.

Outcome

UMB graduates will understand the historical and current inequities experienced by diverse communities to effectively engage in service learning and community-based learning experiences to improve health and social justice outcomes in partnership with the Baltimore community and beyond.

Choose Highest Objective Achieved

- UMB students will understand the historical and current structural oppression and inequities experienced by diverse communities
- UMB students will increase the awareness of their personal biases and their impact when working across difference to achieve a civic aim
- UMB students will apply relevant knowledge and skills from their academic and clinical training to effectively make inclusive decisions as community-based scholars, researchers, practitioners, and leaders

Required

ILO Status this Fiscal Year

- Maintain
- Advance

Required - if there are no ILO Goals, then Advance will be disabled

Comments

Optional

Goals linked/associated with this program for the same year range

Goals

test 45 test 46 test 47

Number of Supporting documents

1

Required - one document is minimum, but you can increase to more

Submit

Institutional Learning Outcomes (ILOs)

Summarizes Highest Outcome Achieved by Theme

ILO Tracking:

Click on the Year Range to view details and update ILO Tracking information.

Year Range	Theme 1	Level	Theme 2	Level	Theme 3	Level	Theme 4	Level	Theme 5	Level	Theme 6	Level	Theme 7	Level
2023-2024	Community Engagement	1	Cultural Competence/Diversity, Equity, and Inclusion	1	Ethics	1	Integrity	1	Global Engagement and Learning	1	Interprofessional Institutional Learning	1	Leadership	1

External Program Review

- Value to Program
 - Reminders as the review date approaches
 - Repository for evidence
- Value to Institution
 - Facilitates review, as needed
 - Institutional improvement

External Program Review

Facilitates Institutional Compliance with Program Accreditation Standards

External Program Review Details:

What type of external entity reviews the program?
 USM
 External Reviewer
Required

External Reviewing Organization

Required (100 character limit)

When was the last external program review or accreditation?

Required

Review Outcome

Required (100 character limit)

Documentation to prove status
 No file chosen
Required - must be word, excel, pdf, jpg, or gif

Next anticipated Review Year

Required

Institutional Evaluation and Assessment Tracking

IESPA-Produced Reports

- APAIR Completion by School/Program
- ILO Status by School/Program
- Evaluation/ Assessment History
- Programs Reviews status
- Goal Status / Type
- PPI(s) monitored

APAIR Schedule

FY Academic Planning (July 1, 20xx- June 30, 20xx)

- Program review and goal-setting : July 1 - September 30; (cannot create new goals)
- YE Progress reporting closes September 30* in the following fiscal year
- PPI Data due – December 31, 20xx

****Exception – PPI Data due December 31, 2023***

BPAG Requirements

- **Establish Access Rights by Academic Program**
 - Schools to provide Approver/ Contributor(s)/ Viewer(s) for all Programs;
 - Return list by Friday, June 23

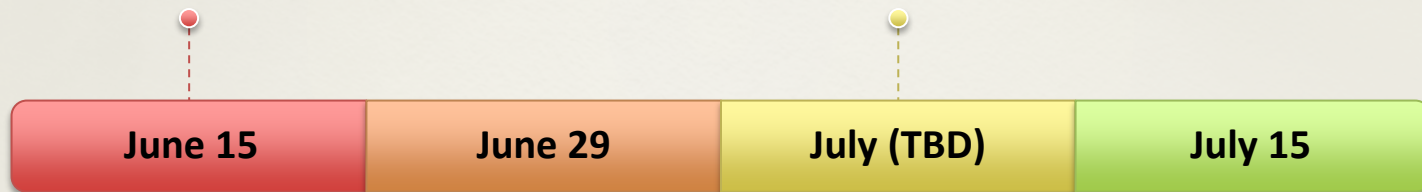
Discussion Items

- How best to upload the Program Directors in your school to the APAIR requirements and due dates?

APAIR Implementation Plan

**CITS completes System
(following Pilot)**

**APAIR Guidance/walkthrough
Session**



June 15

June 29

July (TBD)

July 15

**Establishes System
APAIR Contributors**

**APAIR Implementation
Begins**

Meeting Recap



REVIEW DECISIONS
REACHED



**NEXT MEETING DATE –
JULY 11, 2023 @ 11:00AM**



For More Information

BPAG meeting information is available for review on the Institutional Effectiveness, Strategic Planning, and Assessment website:

www.umaryland.edu/iespa

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