

UT MARTIN ASSESSMENT NEWSLETTER

JUNE – JULY – AUGUST 2024

Our most important job is to help our students succeed!

Upcoming Due Dates

As you begin to prepare your annual assessment reports, please note that there are some new forms and updates on our website (<https://www.utm.edu/offices-and-services/accreditation-and-assessment/institutional-assessment/assessment-forms.php>). The primary difference between the new form for reporting academic program assessments and the previous form is a place at the top of the form to include your unit's mission statement. Please use the **new form** and include your mission statement. Please remember that **all certificate programs** are considered academic programs and need to be assessed with annual assessment reports submitted each fall. The forms for annual assessment of the general education courses remain unchanged. The annual assessment reports for Academic Programs and General Education courses are due **November 1**. Annual Administrative Unit assessment reports are due **December 31**. Annual Student Affairs Unit assessment reports are due **June 30**.

This year's General Education categories for Five Year Review are **Biological and Physical Systems AND Mathematics**. Each general education course in these categories must submit course syllabi and the Five-Year Review Form (found on our website linked above). Members of the Committee on Instruction will review these in the **early spring 2025** to ensure the specific courses continue to meet the criteria for inclusion in the general education core and the stated purpose of the category in which the course resides.

Follow-ups from 2023-24

The following General Education courses have not yet completed the five-year reviews in the Social and Behavioral Science category from last spring:

ENGR 100	Society and Technology
GEOG 151	Introduction to Regional Geography of North America, Europe, and Russia
GEOG 152	Introduction to Regional Geography of Asia, Africa, and Latin America
HLTH 111	Principles and Concepts in Personal Health
HNRS 202	Great Works IV – The Enlightenment to Modernity
NRM 250	Global Perspectives in Natural Resource Based Recreation
NUTR 100	Introductory Nutrition
POSC 210	American Government and Politics
POSC 220	American Political Institutions and Policy
WMST 201	Introduction to Women's and Gender Studies

Follow-up reports must include a copy of the most current course syllabus and demonstration of how the course assesses the requirements for the Social and Behavioral Science category of the General Education core or plans to institute changes in order to address these requirements. The Faculty Senate Committee on Instruction plans to review these follow-up submissions during the fall semester.

Those academic programs that completed their Five-Year Program Reviews this past spring (**Honors, Psychology, Philosophy, and International Studies**) have follow-up reports due on **November 15**. The forms for the Improvement Measures Plan and the Academic Affairs Impact Analysis can be found on our website (linked above). These follow-up reports will describe how the programs plan to address any weaknesses and capitalize on the many strengths that were identified in their Program Reviews.

Five Year Program Reviews 2025

Academic Programs scheduled for Five-Year Program Review in Spring 2025 are **English, Spanish, Interdisciplinary Studies, and Agricultural Business**. The guidance on preparing the Self Study can be found on our website. THEC is making some minor changes to the guidance. We do not expect these changes to be major or to require lots of new information. We will make certain to inform you of those changes as soon as we get them. Please begin gathering the necessary data and writing the Self-Studies. Also please begin thinking about some possible external reviewers.

Review Teams for the Five-Year Academic Program Reviews are composed of an external, out-of-state expert reviewer and three of our faculty members external to the college in which the program resides. If you are interested in serving on one of these review teams, please contact Patty Flowers at pflowers@utm.edu to get your name on the list of potential reviewers. This is a great opportunity to provide a vital service to the university and to get an up-close view of what your colleagues across campus are doing in their programs.

Congratulations to the College of Business and Global Affairs for completing their self-study for the Association to Advance Collegiate Schools of Business (AACSB). We wish them the best of luck for their upcoming site visit. And

thank you, Dr. Tootoonchi for submitting a copy of the report to our UT Martin Accreditation and Assessment Office.

Catalog Refresh

The changes to the catalog resulting from the catalog refresh project are now on the UT Martin website (<https://catalog.utm.edu/>). Please join us in HUGE THANK YOUs to Laura Sherrod and Carah Hooten for all of their hard work over the summer to get this and the corresponding Flight Plan updates up and running in a timely manner. As you interact with the catalog and Flight Plan, should you find anything that needs review, repair, or to be refreshed or something you may have questions about, please contact Stephanie Kolitsch (skolitsc@utm.edu or 7477). It is vitally important that we keep this information correct.

We also want to send BIG KUDOs to the Student Success Center for their diligent work on checking information in Flight Plan regarding transfer credits and Fall enrollments to make certain our students are not enrolled in unnecessary courses. We want students to get the credits they have earned applied where they belong. Again, it is vitally important for our students that we get these as error-free as possible.

Welcome home to the new academic year!



THE UNIVERSITY OF
TENNESSEE
MARTIN