

## What's New?

- ★ **Assessment Timeline Reminder** – The most recent and pending assessment timeline is presented.
- ★ **Compliance Assist's New Look** – Compliance Assist has a new look and new url link
- ★ **3 Tips on Writing the Closing the Loop Portion of your ACE** – Three tips for the Closing the Loop:
  1. Track Short- and Long-Term Outcomes
  2. Think Improvement
  3. Build on your Success

## Deadlines: ACE and Learning Outcomes (SLO/PLO)

Below are the deadlines for ACE and Learning Outcomes. All dates follow the standard ACE and SLO Calendar. As always, the SPA team is here to support your IE efforts with open labs, team meetings, trainings, and consultation.

### ACE:

**September 30:** Closing the Loop for 2017-18 - All information in the ACE Form is to be completed (Final Results, Interpretation of Results, and Recommendations).

**September 30:** Planning for 2018-19 - All Planning information in the ACE Form is to be completed.

★ ACE Insiders Helpful Hint: Work on AY17-18 Closing the Loop from May – June and Plan for AY18-19 from July – August to give yourself time to complete your ACE form in Compliance Assist by September 30<sup>th</sup>

### SLO Assessment:

**April 1 – May 22, 2018:** Data Submission – Spring 2018 SLO data is due in the SLO Data Collection Tool.

- We will be reaching out to the campuses this summer to train new deans, directors, chairs, etc. about the ACE and Learning Outcomes processes.

## Compliance Assist's New Look

Compliance Assist has updated its user interface. Although little has changed regarding the content of the pages, what has changed is the look. We are currently finishing our new training material to support the updated version. We are available for support and information sharing about the new updates.

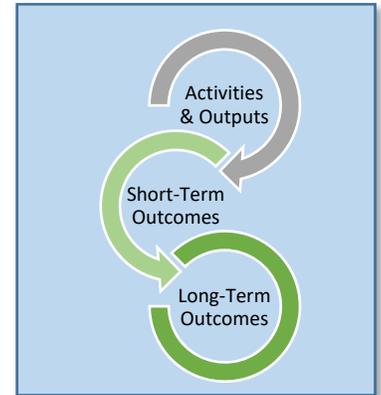
<https://lonestar.campuslabs.com/planning>

# 3 Tips for Closing the Loop in Your ACE Form

Here are Three Tips to help you write the Closing the Loop portion of your ACE form to support meaningful, data driven decisions:

## 1) Track and Document Short- and Long-term Outcomes -

Each initiative/project follows a logical flow beginning with the team performing some activity that leads to an Output (e.g., the Business Office creates a Payment Plan), which in turn leads to a Short-term Outcome (students join the Payment Plan) and eventually to a Long-term Outcome (fewer students are purged due to a lack of payment).



There are at least two suitable metrics for this scenario:

- Count of students joining the Payment Plan (ST Outcome)
  - Count of students purged due to lack of payment (LT Outcome).
- \*It is to your advantage to track both metrics.

### Advantages of Documenting St and LT Outcomes

- It documents your team's efforts even in times of no impact on the Long-term Outcome. Typically, the team has more control over Outputs and Short-term Outcomes than Long-Term Outcomes. Consequently, no impact on the Long-term Outcome may occur, even after a team puts in its fullest effort.
- It provides you with a better understanding of how the initiative may, or may not be impacting a change in the outcomes.

## 2) Think Improvement –

Compare your results from last year, to this year. Although this does not give you a perfect means of determining effectiveness, it does help in thinking how are things getting better.

## 3) Build on your Success –

Finally, look to build on the success, or correct short-comings that you had last year. In the example provided about a Payment Plan, one can increase advertising of the plan to Lone Star applicants who have not enrolled in a class in order to increase student plan enrollment. (This practice may already be in use. This is only an example.)

## ACE Form Entry Examples

Unit Objective	Method of Assessment	Final Results	Interpretation of Results and Recommendations
<p><u>First Year Example</u> - Create a new Student Payment Plan in order to reduce the count and percentage of students purged due to a lack of payment.</p>	<p>1) Number and percentage of students on Payment Plan 2) Number and percentage of students purged due to lack of payment</p>	<p>500 students (0.8%) enrolled in the payment plan for fall 2017. The count and percentage of students purged due to lack of payment increased by 45 students (+1%).</p>	<p>The number of students in the payment plan was not large enough to impact the purge counts (500). However, an analysis revealed that no student in the Payment Plan had been purged. The recommendation for next year is to continue with the Payment Plan, but to advertise it heavily to both students and applicants.</p>

## ACE Form Entry Examples (Year Two of Same Initiative)

Unit Objective	Method of Assessment	Final Results	Interpretation of Results and Recommendations
<p><u>Second Year Example</u> - Increase the number and percentage of students using the LSC Payment Plan and decrease the number and percentage of students purged due to lack of payment by advertising the Payment Plan to all applicants and students.</p>	<p>1) Awareness of Payment Plan surveyed in New Student Orientation 2) Number and percentage of students on Payment Plan 3) Number and percentage of students purged due to lack of payment</p>	<p>90% of surveyed students reported being aware of Payment Plan and how to apply. 5,000 students (8%) enrolled in the payment plan for fall 2018. The count and percentage of students purged due to lack of payment decreased by 100 students (-2% of purged students from last year).</p>	<p>Awareness campaign was a success: - 90% of students surveyed in NSO reported being aware of the program and knowing how to enroll. - 5,000 students in the Payment Program was a tenfold increase over last year. - The count of student purged do to lack of payment decreased by 100 students (-2% of purged students from last year). The Awareness campaign will now be expanded to include non-returning students imbedded within the call-back campaign.</p>

## SPA Online Tools and Resources

An Introduction to the ACE Process "ACE Revisited"

<http://www.lonestar.edu/departments/institutionaleffectiveness/Introduction%20to%20LSC%27s%20ACE%20Process-2017.pdf>

**Strategic Planning and Assessment Website:** <http://www.lonestar.edu/SPA.htm>

**IE Website:** <http://www.lonestar.edu/institutional-effectiveness.htm>

**ACE Handbook:** <http://www.lonestar.edu/images/ACE-Handbook-LSC-2016-Final1.pdf>

**SLO Website:** <http://www.lonestar.edu/student-learning-outcomes.htm>

**SLO Handbook:** <http://www.lonestar.edu/documents/2-SLO-Handbook-2015-Final.pdf>

**SLO/PLO Timeline:** [http://www.lonestar.edu/departments/institutionaleffectiveness/SLO-PLO%20Timeline%20\(AY2016-17-18\)-Merged.pdf](http://www.lonestar.edu/departments/institutionaleffectiveness/SLO-PLO%20Timeline%20(AY2016-17-18)-Merged.pdf)

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