



CWU Department/Program Assessment Plan Preparation Form
 Department: **Information Technology and Administrative Management (ITAM)**
 Program: **MS ITAM**

Department/Program Goals	Related College Goals	Related University Goals	Method(s) of Assessment (What is the assessment?)	Who/What Assessed (population, item)	When Assessed (term, dates)	Criterion of Achievement (Expectation of how good things should be?)
<p>1. Graduate students will demonstrate the knowledge, skills, and attitudes necessary to be successful in their chosen career.</p>	<p>1. Provide for an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an increasingly diverse economy and environment.</p>	<p>Teaching and Learning, 1.1 Enhance student success by continually improving the curricular, co-curricular, and extracurricular programs.</p> <p>Teaching and Learning, 1.2 Enhance the effectiveness of student support services.</p> <p>3. Scholarship and Creative Expression, 3.1 Increase the emphasis on and the opportunities for students, faculty and staff to participate in research, scholarship, and creative expression activities.</p>	<p>a. Written projects and papers</p> <p>b. Examinations</p> <p>c. Alumni Surveys</p> <p>d. Employer Surveys</p> <p>e. Number of faculty and students publishing and presenting.</p>	<p>a. Graduate Students</p> <p>b. Graduate Students</p> <p>c. Graduate Students</p> <p>d. Graduate Students and employers</p> <p>e. Employers of ITAM graduates</p> <p>f. Graduate Faculty and Students</p>	<p>a. Quarterly</p> <p>b. Quarterly</p> <p>c. Yearly</p> <p>d. Yearly</p> <p>e. Yearly</p> <p>f. Yearly</p>	<p>a. GPA above 3.0 and no grade lower than a C in the required core content and elective courses on student's course of study form.</p> <p>b. GPA above 3.0 and no grade lower than a C in the required core content and elective courses on student's course of study form.</p> <p>c. 50% return rate on surveys</p> <p>d. 50% return rate on surveys</p> <p>e. 100% of students will present at SOURCE. 100% of graduate faculty will complete one paper or presentation submission.</p>
<p>2. Demonstrate academic excellence in relation to teaching, learning and advising.</p>	<p>1. Provide for an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an</p>	<p>1. Teaching and Learning, 1.1 Enhance student success by continually improving the curricular, co-curricular, and extracurricular programs.</p>	<p>a. Yearly curriculum retreat</p> <p>b. Accomplishments of ITAM Advisory Council</p> <p>c. Advising contact</p> <p>d. SEOI data</p>	<p>a. Graduate Faculty</p> <p>b. ITAM Advisory Council and Graduate Faculty</p> <p>c. Graduate Faculty and Students</p>	<p>a. Yearly</p> <p>b. Bi-yearly</p> <p>c. Quarterly</p> <p>d. Quarterly</p>	<p>a. 100% retreat participation of graduate faculty and staff.</p> <p>b. ITAM Advisory Council will meet a minimum of twice yearly to discuss graduate curriculum and other issues.</p> <p>c. 90% of graduate students meet with advisor at least once a quarter.</p>

	increasingly diverse economy and environment.	1.2 Enhance the effectiveness of student support services.		d. Graduate Students		d. Faculty will demonstrate effective teaching skill by obtaining SEOI scores that are above the college average.
3. Department will recruit and retain qualified faculty.	<p>1. Provide for an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an increasingly diverse economy and environment.</p> <p>3. Recruit and retain a diverse and highly qualified faculty to develop and sustain prominent programs.</p>	<p>2. Inclusiveness and Diversity, 2.1 Enhance the environment of inclusiveness for faculty, staff, and students</p> <p>2.2 Increase faculty, staff, and student diversity by active programs of recruitment and retention for members of underrepresented groups.</p> <p>5. Resource Development and Stewardship, 5.3 Ensure the University has human resources necessary to accomplish all university objectives.</p>	<p>a. Recruitment plan for hiring diverse populations</p> <p>b. Retention of graduate faculty who meet ITAM, CEPS, and CWU criteria of teaching, scholarship, and service</p> <p>c. Participation in graduate faculty development</p> <p>d. Active participation of faculty in department, college, and/or university committees.</p>	<p>a. Graduate Faculty</p> <p>b. Graduate Faculty</p> <p>c. Graduate Faculty</p> <p>d. Graduate Faculty</p>	<p>a. Search process</p> <p>b. Yearly Faculty180Activity Report</p> <p>c. Yearly Faculty180 Activity Report</p> <p>d. Yearly Faculty180 Activity Report</p>	<p>a. Recruitment pools will meet CWU diversity goals maintained by OEO.</p> <p>b. At least 90% of graduate program FTEF will be tenure-track or tenured.</p> <p>c. 100% of all graduate faculty will participate in at least one professional development activity each year.</p> <p>d. 100% of all graduate faculty will participate in at least one professional development activity each year.</p>
4. Department will strengthen partnerships with industry, professional groups, and alumni.	4. Build mutually beneficial partnerships with alumni, industry, professional groups, institutions, and the communities surrounding our campus locations.	<p>4. Public Service and Community Engagement</p> <p>4.1 Enhance the commitment and the level of cooperation between the university and external communities.</p> <p>4.2 Increase participation in university sponsored life-long learning opportunities.</p> <p>4.3 Enhance the efforts</p>	<p>a. Accomplishments of ITAM Advisory Council</p> <p>b. Sponsorship of industry, professional, or development workshop</p> <p>c. Alumni participation in program</p> <p>d. Professional membership in organizations</p>	<p>a. ITAM Advisory Council</p> <p>b. Department</p> <p>c. Department</p> <p>d. Graduate Alumni</p>	<p>a. Bi-yearly</p> <p>b. Yearly</p> <p>c. Yearly</p> <p>d. Yearly</p>	<p>a. ITAM Advisory Council will meet a minimum of twice yearly to discuss graduate curriculum and other issues.</p> <p>b. Department will support a minimum of one industry, professional, or development workshop.</p> <p>c. At least four alumni will participate in ITAM graduate programs.</p> <p>d. Tenure and tenure-track faculty will belong to a minimum of one professional organization related to their area of teaching, scholarship, and/or service.</p>

		of members of the university community to strengthen the economic base of the region and state.				
5. Department will support and maintain resources sufficient to provide faculty, staff, and students with classroom and lab experiences necessary to be competitive in the information technology management industry.	5. Provide professional, high-quality staffing, facilities, technologies, and appropriate resources to ensure the highest levels of academic and professional development.	5. Resource Development and Stewardship, 5.1 Maximize the financial resources to the University, and assure the efficient and effective operations of the University through financial stewardship. 5.4 Provide the facility and technology infrastructure and services appropriate to meet the university objectives, while maximizing sustainability and stewardship.	a. Grant preparation to achieve regional prominence b. Course fees are reinvested into technology resources for graduate faculty and students	a. Graduate Faculty b. Department Chair	a. Spring every two years b. Yearly	a. One grant proposal submitted every two years. b. 85% of funds will be allocated over a 3-year period.
6. Build a professional master program in specialized areas of IT, Administrative Management, and Cybersecurity Policy.	1. Provide for an outstanding academic and professional growth experience for students at all CWU locations. 2. Prepare students to participate in an increasingly diverse economy and environment.	5. Resource Development and Stewardship, 5.1 Maximize the financial resources to the University, and assure the efficient and effective operations of the University through financial stewardship. 5.2 Develop and implement enrollment management and marketing plans that meet the enrollment objectives of the university.	a. Program foci b. Master's degree progress c. Graduate student exit surveys	a. Graduate Faculty planning b. Graduate Faculty planning c. Graduate Students	a. Yearly b. Yearly; bi-weekly c. Yearly	a. Successful program review b. At least two yearly retreats and bi-weekly department meetings with Graduate faculty and staff. c. 95% return on exit surveys.

CWU Student Learning Outcome Assessment Plan Preparation Form Department: ITAM
Program: MS - Information Technology and Administrative Management

Student Learning Outcomes (performance, knowledge, attitudes)	Related Program/ Departmental Goals	Related College Goals	Related University Goals	Method(s) of Assessment (What is the assessment?)*	Who Assessed (Students from what courses – population)**	When Assessed (term, dates) ***	Standard of Mastery/ Criterion of Achievement (How good does performance have to be?)
<p>1. Basic knowledge: Students will demonstrate in-depth knowledge and currency in core subject areas and area of specialization.</p>	<p>1. Students will demonstrate the knowledge, skills, and attitudes necessary to be successful in their chosen career.</p>	<p>1. Provide an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an increasingly diverse economy and environment.</p>	<p>Goal I: Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.</p>	<p>Performance in the core and specialization courses</p>	<p>Graduate Student</p>	<p>End of every quarter and at completion of capstone class</p>	<p>GPA above 3.0 and no grade lower than a C in required core and specialization content and elective classes on student's course of study form.</p> <p>Successful completion and presentation of culminating project in Capstone course.</p>
<p>2. Critical Thinking Skills: Students will demonstrate the ability to understand the local and global significance of information technology management on individuals, organizations, and society.</p>	<p>1. Students will demonstrate the knowledge, skills, and attitudes necessary to be successful in their chosen career.</p>	<p>1. Provide an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an increasingly diverse economy and environment.</p>	<p>Goal I: Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.</p>	<p>Capstone Project</p> <p>Performance in the core and specialization courses</p>	<p>Graduate Student</p>	<p>End of every quarter and at completion of capstone class</p>	<p>GPA above 3.0 and no grade lower than a C in required core and specialization content and elective classes on student's course of study form.</p> <p>Successful completion and presentation of culminating project in Capstone course.</p>

<p>3. Research Skills: Graduates will have the ability to apply basic research methods in information technology management.</p>	<p>1. Students will demonstrate the knowledge, skills, and attitudes necessary to be successful in their chosen career.</p>	<p>1. Provide an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an increasingly diverse economy and environment.</p>	<p>Goal I: Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.</p>	<p>Capstone Project</p> <p>Performance in the core and specialization courses</p> <p>SOURCE Presentation</p>	<p>Graduate Student</p>	<p>End of every quarter, at completion of capstone class, and at SOURCE</p>	<p>GPA above 3.0 and no grade lower than a C in required classes.</p> <p>Successful completion and presentation of culminating project in Capstone course.</p> <p>Successful poster or oral presentation at SOURCE</p>
<p>4. Technical and Theoretical Background: Students will demonstrate the use of current techniques, skills and tools necessary for information technology management practice appropriate to the discipline.</p>	<p>1. Students will demonstrate the knowledge, skills, and attitudes necessary to be successful in their chosen career.</p>	<p>1. Provide an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an increasingly diverse economy and environment.</p>	<p>Goal I: Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.</p>	<p>Capstone Project</p> <p>Performance in the core and specialization courses</p>	<p>Graduate Student</p>	<p>End of every quarter</p>	<p>GPA above 3.0 and no grade lower than a C in required classes.</p>
<p>5. Communication Skills: Graduates will have the ability to communicate effectively.</p>	<p>1. Students will demonstrate the knowledge, skills, and attitudes necessary to be successful in their chosen career.</p>	<p>1. Provide an outstanding academic and professional growth experience for students at all CWU locations.</p> <p>2. Prepare students to participate in an</p>	<p>Goal I: Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.</p>	<p>Capstone Project</p> <p>Performance in the core and specialization courses</p>	<p>Graduate Student</p>	<p>End of every quarter and at completion of capstone class</p>	<p>GPA above 3.0 and no grade lower than a C in required core content and elective classes on student's course of study form</p> <p>Successful completion and presentation of Capstone Project.</p>

		increasingly diverse economy and environment.					
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*Method(s) of assessment should include those that are both direct (tests, essays, presentations, projects) and indirect (surveys, interviews) in nature

**Data needs to be collected and differentiated by location (Ellensburg campus vs University Centers – see NWCCU standard 2.B.2)

***Timing of assessment should be identified at different transition points of program (i.e., admission, mid-point, end-of-program, post-program)