RESOLVED: That the Academic Senate of CSU, Bakersfield recommends the adoption of Policy Concerning the Use of CSUB’s Assessment Management System (AMS).

RATIONALE: The purpose of an Assessment Management System (AMS) is to provide a central repository for planning, managing, and documenting assessment activities at CSU Bakersfield in an effort to ensure educational effectiveness and maintain continuous improvement processes.

Gaps in AMS were identified on the content stored, access rights, and maintenance. The policy addresses the gaps.

Training and guidance on AMS are offered through Faculty Teaching and Learning Center (FTLC).

Attachment:
Policy Concerning the Use of CSUB’s Assessment Management System

Approved by the Senate April 7, 2022
Sent to the President April 22, 2022
Approved by the President April 25, 2022

Distribution List:
President
Provost & Vice President of Academic Affairs
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AVP Academic Affairs and Dean Academic Programs
Dean Arts and Humanities
Interim Dean Business and Public Administration
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Dean Social Sciences and Education
Interim Dean CSUB Antelope Valley
Interim Dean Library
Interim Dean of Undergraduate and Graduate Studies
Department Chairs
General Faculty
Consisted with CSUB’s Principles of the Assessment of Student Learning, the following policies regarding the purpose, access, and maintenance of CSUB’s Assessment Management System (e.g. Task Stream) are proposed.

**AMS Purpose**

The purpose of an Assessment Management System (AMS) is to provide a central repository for planning, managing, and documenting assessment activities at CSU Bakersfield in an effort to ensure educational effectiveness and maintain continuous improvement processes. Appropriate documents for the AMS include annual program reports, program self-studies, course syllabi, assessment plans, assessment rubrics, assessment findings, action plans, and status updates. All assessment data should be summarized to reflect programs, not to identify any individual faculty members or individual students. Therefore, the AMS should not contain any student artifacts, nor should it identify any particular faculty members with assessment results.

**AMS Access**

Assessment activities are conducted solely for the purpose of program improvement. Therefore, access to the materials contained within the Assessment Management System is restricted to CSUB personnel, and to CSUB’s accrediting bodies (e.g. WASC Senior College and University Commission).

**AMS Maintenance**

CSUB’s Assessment Management System is maintained by the Office for Institutional Research, Planning, and Assessment. Faculty Assessment Coordinators work with the Office for Institutional Research, Planning, and Assessment to keep the list of members current for each department or unit.