

Co-Curricular Assessment Review Team Overview

Purpose

The Co-Curricular Assessment Review Team (CART) is charged to ensure there is a systematic and effective process for the documentation of goals, measures, targets, results, and use of results for administrative, academic, and student support services that reinforce the strategic goals of the HSC. The CART conducts periodic and regular reviews of non-academic program assessment plans and results and reports its findings to unit representatives and the Provost.

Composition

The CART consists of representatives from selected administrative, academic, and student support units who are appointed by the Provost. Staff members from the Office of Organizational Excellence provide support and are ex-officio team members.

Process

- The CART uses a rubric to evaluate assessment plans and results. All team members review each of the programs on an annual basis.
- The CART Team Leader assigns a primary and secondary reviewer for each program who lead the review for their assigned programs and prepare the consensus rubric.
- The CART Team Leader and OOE staff present the completed reviews to the representatives from the respective units.
- The CART reviews its process and makes improvements on a continuous basis.