

Institutional Assessment Committee

Assessment/Institutional Effectiveness Travel Grant Program

2009 - 2010

The Institutional Assessment Committee (IAC) is inviting professional staff members and librarians to apply for monies to attend assessment and institutional effectiveness conferences and workshops or to travel to other institutions to study good assessment practices and gain information they can then use to advance assessment in their unit or the College.

I. Assessment/Institutional Effectiveness Conference/Workshop Option

The purpose of this option is to send individuals to assessment/institutional effectiveness conferences or workshops that focus on advancing assessment and institutional assessment practices in higher education.

In determining the extent to which events meet this criterion, applicants should consider Middle States' definition of institutional effectiveness, as summarized below:

*The effectiveness of an institution rests upon the contribution that each of the institution's programs and services makes toward achieving the goals of the institution as a whole. The institutional effectiveness standard ties together those assessments into an integrated whole to answer the question, "As an institutional community, how well are we collectively doing what we say we are doing?" and, in particular, "How do we support student learning, a fundamental aspect of institutional effectiveness?"*¹

Individuals interested in this option and would like assistance in identifying appropriate events should contact Patty Francis at franciopl@oneonta.edu or x-2846.

II. Travel to Other Institutions

The purpose of this option is to fund travel to other institutions for the purpose of learning firsthand about their assessment and institutional effectiveness practices. For this option, IAC will consider applications that focus on unit-specific issues or college-wide programs (e.g., sustainability, diversity).

For both options, travel must be completed by **June 30, 2010**. Monies can be used to cover all costs associated with the travel, in adherence with state guidelines. In addition, although all professional staff and librarians are invited to submit applications, preference will be given to the following proposals:

- Those that demonstrate clearly how the travel will benefit the applicant, his/her unit/office, or the College, especially with respect to advancing the assessment/institutional effectiveness process
- Those that provide specific information as to how the applicant intends to disseminate what was learned to the campus community

¹ From "Assessing Student Learning and Institutional Effectiveness" at www.msche.org/.../Assessment_Expectations051222081842.pdf

Needed to Apply:

- Completed application form (attached to this form)
- Copy of conference/workshop announcement (for Option #1)
- Materials that support your choice of the particular institution you intend to visit as a “good assessment practice” site (for Option #2)
- Estimated cost of attendance
- Rationale for why you want to attend and how your attendance will benefit you, your department/program, and/or the College
- Plan for disseminating information obtained from the travel to the larger campus community

As a condition of receiving funds through this program, awardees will be expected to present at an event sponsored by IAC to share information learned from the travel.

Submission Information:

Proposals should be submitted electronically to the Office of Associate Provost of Assessment and Institutional Effectiveness, at franciopl@oneonta.edu. IAC will accept applications on two separate dates: those received by **December 1, 2009** and those received by **February 1, 2010**.

For more information, feel free to contact either IAC chairperson Tim Hayes, at hayest@oneonta.edu or x-2792, or Patty Francis, at franciopl@oneonta.edu or x-2846.

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Application

Name of Applicant: _____

Unit/Office: _____

Campus Address/Phone and e-mail: _____

Funding Option for Submission:² _____ Conference/Workshop _____ Institution

Name of Conference/Workshop/Institution: _____

Location and Dates: _____

Rationale for why you want to attend (i.e., how your attendance at this conference will directly benefit your unit/office and/or College). (Please use as much space as needed.)

Dissemination plan for sharing what was learned with the larger campus community. (Please use as much space as needed.)

² For Conference/Workshop option, please attach conference announcement. For Institution option, please attach information documenting choice as good practice assessment institution.

Estimated Costs

Conference fees	_____
Travel	_____
Lodging	_____
Other related fees (list)	_____
Total	_____

Total Funding Expected from Other Sources _____

Total Amount Requested from IAC _____

This document can be saved and sent as an email attachment.
Please submit application electronically to Dr. Patricia Francis, Associate Provost of
Assessment and Institutional Effectiveness at franciopl@oneonta.edu