

Taskstream/AMS Definitions and FAQs

Term Definitions:

Organization Goal Sets: Organization Goal Sets are institution-wide goal/standard sets that are managed by OIERP. Some examples include: Institutional Learning Outcomes Set (ILOs), Strategic Plan Themes/Objectives Set

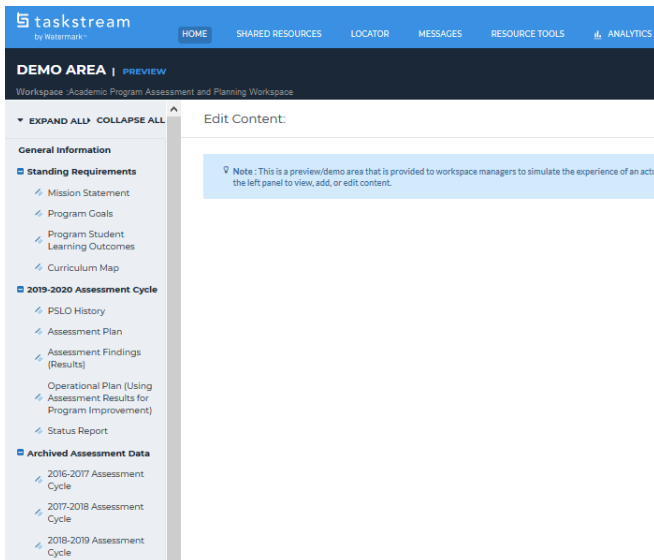
Outcomes Set: An outcomes set for an academic program will generally be their Program Student Learning Outcomes (PSLOs). The PSLOs are developed/managed by the academic department responsible for that academic program. An outcomes set for a non-academic program unit will generally be the Strategic Plan Outcome(s) to which their unit aligns.

Participating Area: A participating area is any group within your institution that is responsible for entering content into a workspace. A participating area can be a course, program, school, department, office, and/or other academic or non-academic division, etc. For example, if the Accounting (B.S.) group is enrolled in a workspace, it is a participating area in that workspace. Every individual whose AMS account is affiliated with a participating area may be given access to all workspaces (or a subset of workspaces) in which the participating area is enrolled.

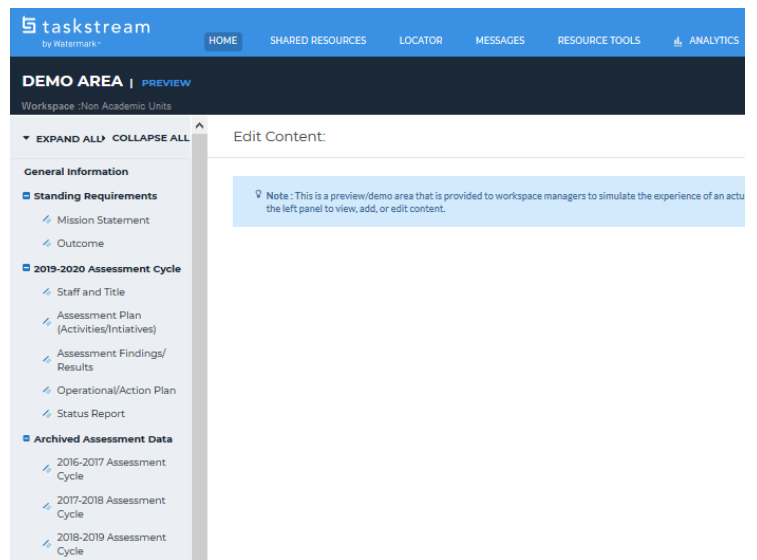
Workspace: A workspace is a centralized, transparent repository for content about outcomes assessment and continuous improvement or related processes such as program review, strategic planning, or accreditation self-study. A workspace is structured in a way that guides users to enter different types of content into specific requirements.

Examples of workspaces:

Academic Program Workspace:



Non-Academic Program Workspace:



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Frequently Asked Questions

1. How are a workspace and participating area related?

A workspace is a data silo which lists prompts for information, and provides spaces for the user(s) to respond. Participating areas in the institution are enrolled into a workspace. Users affiliated with a participating area see and collaborate on entering data into the area's workspace. One participating area will not see another area's workspace data; however, if desired, this can be arranged.

2. What are some examples of workspaces?

- a. Accreditation Workspace
 - i. This workspace lists a requirement for each specific standard and describes the standard's content/description in the Directions box for the requirement
 - ii. Users respond to the standards and provide substantiating evidence in the form of attachments
- b. Assessment Report Workspace
 - i. This workspace allows users to respond to similar (or the same prompts) for each Assessment cycle.
 - ii. The structure usually includes a standing requirements category (mission statement, outcomes/objectives, curriculum/activity map) followed by the cyclical categories (i.e. 2019-2020 academic cycle, 2020-2021 academic cycle, etc.) Some archived assessment data is also located here.
 - iii. The cyclical categories consist of these four requirements: Assessment Plan/Measures, Assessment Findings, Operational/Action Plan, Status Report
- c. Program Review Workspace
 - i. This workspace provides a template for narrative responses and substantiating evidence.
 - ii. The narratives analyze accomplishments over a period time and indicate plans to improve in the future
 - iii. Best practices suggest users run reports from the Assessment Report workspace and upload them as some of the substantiating evidence or support for the analysis

3. What is the difference between Outcome Sets and Organization Goal Sets?

Outcome sets are entered/selected by any user in a workspace for his/her assigned participating area. Organization Goal Sets are institution-wide goal/standard sets that are managed by OIERP. An example of an outcome set would be an academic department PSLOs. Examples of organization goal sets would be the Strategic Plan Themes (and objectives) or the ILOs.