Job Aid For Assessment Tools
Division of Student Affairs

Campus Labs Planning (reporting requirements – monthly and triannual) umb.campusbaselines.com

- Campus Labs Planning is a section of the Campus Labs platform. It facilitates the construction, integration and visualization of institutional, departmental or divisional strategic plans. If your unit is a part of this platform, that’s area’s manager be able to see responsible plan items, how they are connected to upper level and lower level institutional units, and to track progress over the planned phases.

- The Division for Student Affairs requires each unit to file monthly and triannual reporting on the status of their responsible programs. A step-by-step tutorial can be found here: https://www.dropbox.com/s/bmwz1pjuzj5ekzl/Monthly%20Report%20Tutorial.mov?dl=0

Campus Labs Baseline (survey requests, SRS [short] polling, rubrics, the resource library) umb.campusbaselines.com

- Campus Labs offers a well-developed sub-platform to facilitate the design and dissemination of surveys as well as the collection, interpretation and visualization of the survey responses. The offers include pre-made templates and customized templates.

- You can request survey assistance, post student responses polling, construct performance rubrics and access the resource library.

- To request a project log into umb.campusbaselines.com, click Baseline, click request a project, follow the on-screen instructions. Here’s a step-by-step tutorial: https://www.dropbox.com/s/qv83cc6axcsbx3o/Baseline%20Request%20a%20Project.mov?dl=0

- To launch a SRS (short) poll uses this step-by-step tutorial: https://www.dropbox.com/s/m4cuddnosophgs9o/Baseline%20SRS.mov?dl=0
Job Aid For Assessment Tools
Division of Student Affairs

Campus Labs Outcomes **umb.campuslabs.com**

- Campus Labs Outcomes is a sub-platform for assessing the academic and co-curricular alignment and performance. It uses rubrics and other direct as well as indirectly measures to assess student-learning outcomes, in order to monitor and improve the positive impact of co-curricular activities.

- Access via [umb.campuslabs.com](http://umb.campuslabs.com)

Campus Labs Program Review

- Campus Labs Program Review is a sub-platform for conducting departmental reviews. It also contains the current and complete CAS Standard Library. For access, please email michael.metzger@umb.edu.

Student Cohort Coding Project

- Using quantitative analysis to evaluate the impact of co-curricular engagement on student performance on campus, via select cohort groups (e.g., RAs, student employees, FLI participants), VCSA is conducting assessment on the factors influencing student GPA and retention rate.

- To add a cohort group to the project, please contact michael.metzger@umb.edu. Once a group is added, it must be updated each semester in order to remain in the study. Updating is completed by the department that is tracking the group.

- Groups may be pulled by departments, contact michael.metzger@umb.edu for more information. Graduates from groups are also submitted at the end of the academic year to University Advancement for affinity group coding.

ORIP Web Resources

- The Office of Institutional Research, Assessment, and Planning is your primary source for official campus statistics, complying with federal, state, and university reporting standards and requirements. They conduct student surveys and special research studies in support of university policy formation, assessment, and accountability.

- You can access most common datasets or findings at [https://www.umb.edu/oirap/facts](https://www.umb.edu/oirap/facts). For additional data access, please contact inst.research@umb.edu.
Job Aid For Assessment Tools
Division of Student Affairs

Basic Assessment Methodical Resources

- Campus Labs offers a complete assessment curriculum designed to teach assessment concepts and methodologies. Staff members unfamiliar with assessment can achieve an overview of some of most important questions and methods for designing and implementing assessments. Need to fill in log in information to start every learning section.


Basic Stat Videos

- Assessment Committee Stats 101 https://www.youtube.com/watch?v=O5ync02WBVU
- Understanding t statistics https://www.youtube.com/watch?v=NkGvw18zIGQ
- Understanding p value https://www.youtube.com/watch?v=KS6KEWaoOOE
- Using two sample t test to compare difference in means https://www.youtube.com/results?search_query=t+test+khan+academy

UMass Boston Peer List

- There is a list of institutions that share similar features with UMass Boston. Staff can refer to these universities for best practice and benchmarking: https://www.umb.edu/oriap/facts/peer_institutions_and_urban_coalitions

Assessment Software Requests

- To request access to SPSS (quantitative) or NVIVO (qualitative) for data analysis, visit https://www.umb.edu/it/software

Assessment Committee

- To contact the committee to discuss assessment projects or decisions support needs, please email michael.metzger@umb.edu