

2018-2019 term

ASSESSMENT AND DATA MANAGEMENT SUBCOMMITTEE

Chair: Charlotte McClintock

Vice-Chairs: Caitlyn Knowles, William Donnell

Data & Evaluation Advisor: Andrew McCartney

1) Mission Statement

The Assessment & Data Management Subcommittee will create and maintain transparent, consistent, and secure systems to store pertinent demographic, public opinion, and internal evaluation data to inform Honor policy and dialogue *so that Honor is accountable to itself and its goals and its members can make informed decisions on how best to serve the students and the University.*

2) Goals

- I. Determine and evaluate which demographic case data are necessary and appropriate to keep *so that the Honor Committee can understand how identity shapes experience with the Honor System.*
- II. Develop clear security and confidentiality protocols for demographic data storage *so that access to sensitive data is secure and guidelines are easily understood and consistently followed.*
- III. Build out data management infrastructure for demographic data, internal metrics, and external metrics *so that future iterations of this committee can easily access data and the work of previous committees.*
- IV. Conduct one evaluation of public opinion and knowledge about Honor *so that the Honor Committee can better understand how students and faculty see the system and education resources can be better directed to address possible gaps in knowledge where they exist.*
- V. Develop guidelines for consistent public opinion evaluation across time (i.e. how often opinion data will be collected, consistency of metrics, and questions asked) *so that progress across time is comparable and measurable.*
- VI. Develop guidelines for consistent internal evaluation of support officers and committee members *so that our work is always professional, timely, competent, and compassionate, and so that mistakes or gaps in knowledge are corrected in order to ensure that our work is always improving.*
- VII. Produce an end-of-term report detailing the current state of affairs, guidelines for future work, and advice and insights for the next committee *so that institutional knowledge is not lost, and the next committee can begin where this one leaves off.*