

Taskstream Input Guide

At the close of each year, ASU Mid-South engages in various end of the year activities to wrap up the year and prepare for the next one. Each department gives a presentation to the Chancellor and senior administrators about their success, opportunities for improvement, and goals. Additionally, Departments are expected to put their goals, results, and plans for improvement in Taskstream.

- Professional Development-include any training (conference, webinar, presentation) that department members attended above and beyond required training (sexual harassment & child maltreatment) and explain how this professional development furthered knowledge and benefited the college.
 - Go to Faculty Credentials and select Professional Development from the list on the left side of the page.
- Service-Include any service, such as committee work, presentations given (internally and externally), and volunteer work that the department members engaged in during the year.
 - Go to Faculty Credentials and select Service from the list on the left side of the page.
- Operational Plan objectives and status of completion (completed, not completed, moves forward to next year) and a brief explanation.
 - This is found on your home page listed under your department name. Choose the Academic Year that is ending.
- Assessment results (Please see the current Assessment Plan for more specific information)
 - This is found on your home page. Choose the Academic Year that is ending.
 - Academic
 - Program level assessment-may include certification exam results, certificates and degrees earned, and any other program level outcomes.
 - Course level assessment-includes learning outcomes chosen by faculty from syllabi; report percentage of students who achieved the desired results on assessments, such as quizzes, test questions, projects, etc.
 - General Education Outcomes (GEOs)-may include evidence of student achievement in any of the five GEOs: communication, math, work ethics, critical thinking, and technology.
 - Service Area
 - Includes surveys, focus groups, and other assessments that gauge student's satisfaction, interest, and engagement in the service area.

The deadline for Taskstream entry is June 30. If a department consists of all 10-month faculty, then all Taskstream entries should occur prior to leaving for the summer break.

For Taskstream training or questions please contact Michelle McMillen, AVC for Institutional Research & Effectiveness, at mlmcmillen@asumidsouth.edu or (870) 733-6782.