# Carnegie Assessment Workbook

### Tracking, Monitoring, and Assessment

## *This section of the workbook should be completed by the AVP Community Partnerships, the AVP Scholarship, Research and Creative Activity and the Office of University Planning and Analysis. Please complete your workbook and send your responses to Nicole Vaugeois by February 7, 2022.*

* 1. Does the institution maintain systematic campus-wide tracking or documentation mechanisms to record and/or track engagement with the community?

o No o Yes

If Yes: Describe systematic campus-wide tracking or documentation mechanisms:

The purpose of the questions in this section is to estimate sustainability of community engagement by looking at the ways the institution monitors and records engagement’s multiple forms. Tracking and recording mechanisms are indicators of sustainability in that their existence **and use** is an indication of institutional value for and attention to community engagement. Keeping systematic records indicates the institution is striving to recognize engagement as well as to reap the potential benefits to the institution. Please use language that indicates an established, systematic approach, not a one-time or occasional or partial recording of community engagement activities. This approach will be demonstrated by means of a description of active and ongoing mechanisms such as a database, annual surveys, annual activity reports, etc. Do not report the actual data here. Here is where you describe the mechanism or process, the schedule, and the locus of managerial accountability/responsibility. You may also describe the types of information being tracked such as numbers of students in service-learning courses, numbers of courses, identity and numbers of partnerships, numbers and types of community-based research projects, etc.

If Yes: Does the institution use the data from those mechanisms?

 o No o Yes

If Yes: Describe how the institution uses the data from those mechanisms:

* 1. Are there mechanisms for defining and measuring quality of community engagement built into any of the data collection or as a complementary process?

o No o Yes

If Yes: Describe the definition and mechanisms for determining quality of the community engagement.

* 1. Are there systematic campus-wide assessment mechanisms to measure the outcomes and impact of institutional engagement?

o No o Yes