

Stronger with Xitracs™:
Streamlining Accreditation and Assessment Work for Two Decades

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Xitracs™
Assessment · Planning · Accreditation
Credentialing

- Xitracs™ is an integrated, modular system:
  - Standards
  - Credentials
  - Planning
  - Programs
  - Assessment
- 20+ year history
- Built on input from university & community college clients
- User-friendly Faculty/Staff Portal promotes collaboration



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All Types of Institutions Benefit from Xitracs™

University of South Florida

Samuel Merritt University, CA

James Madison University, VA

Itawamba Community College, MS

University of Georgia

Meharry Medical College, TN

Northeast Texas Community College

University of Alabama

Calhoun Community College

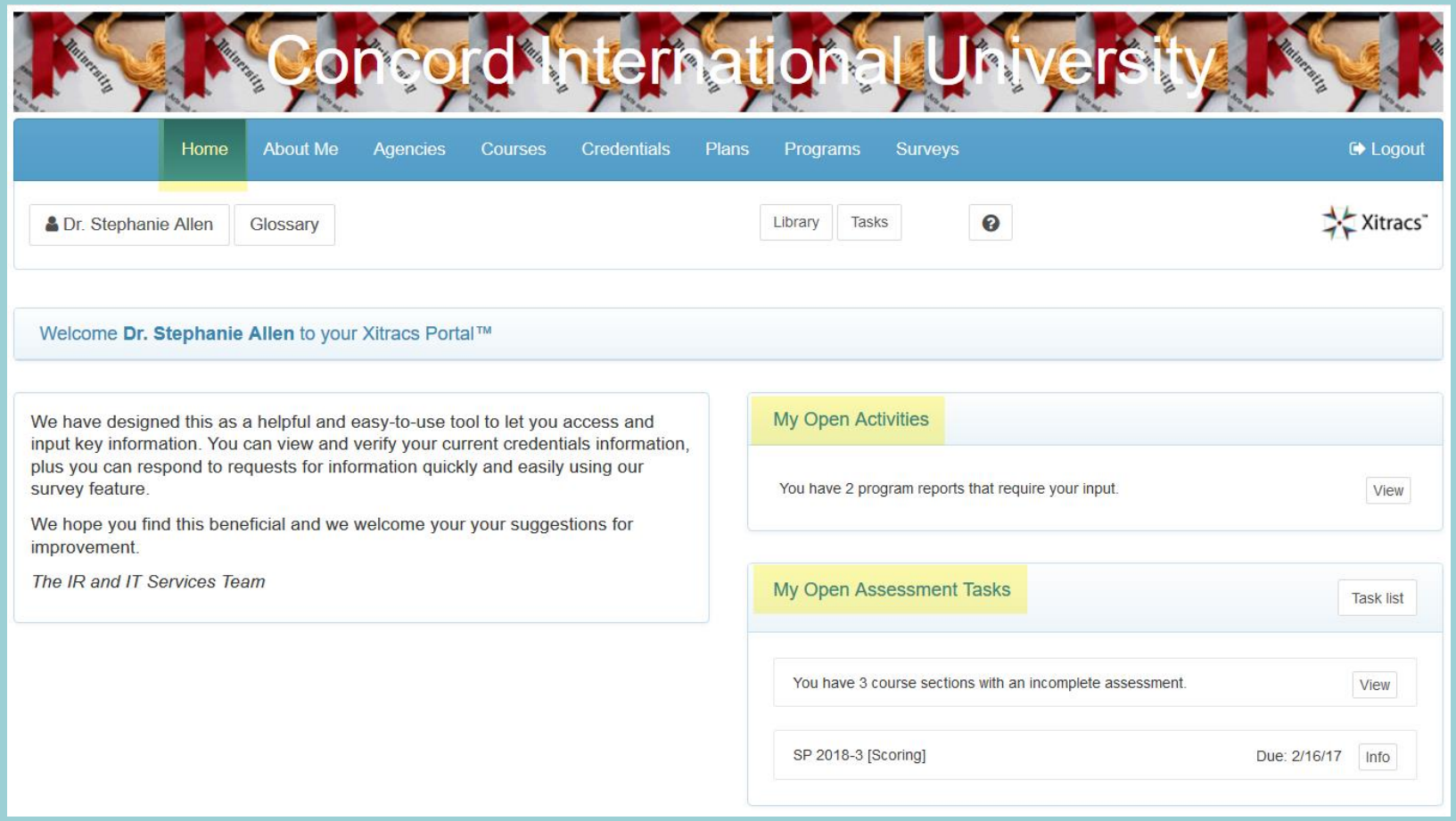
Ferrum College, VA

- **2-year/4-year**
- **Public/Private**
- **Graduate & Specialized**

- Designed for flexibility to support processes across any higher ed institution
- Tailored implementations – *Goals & Timelines Discussion*

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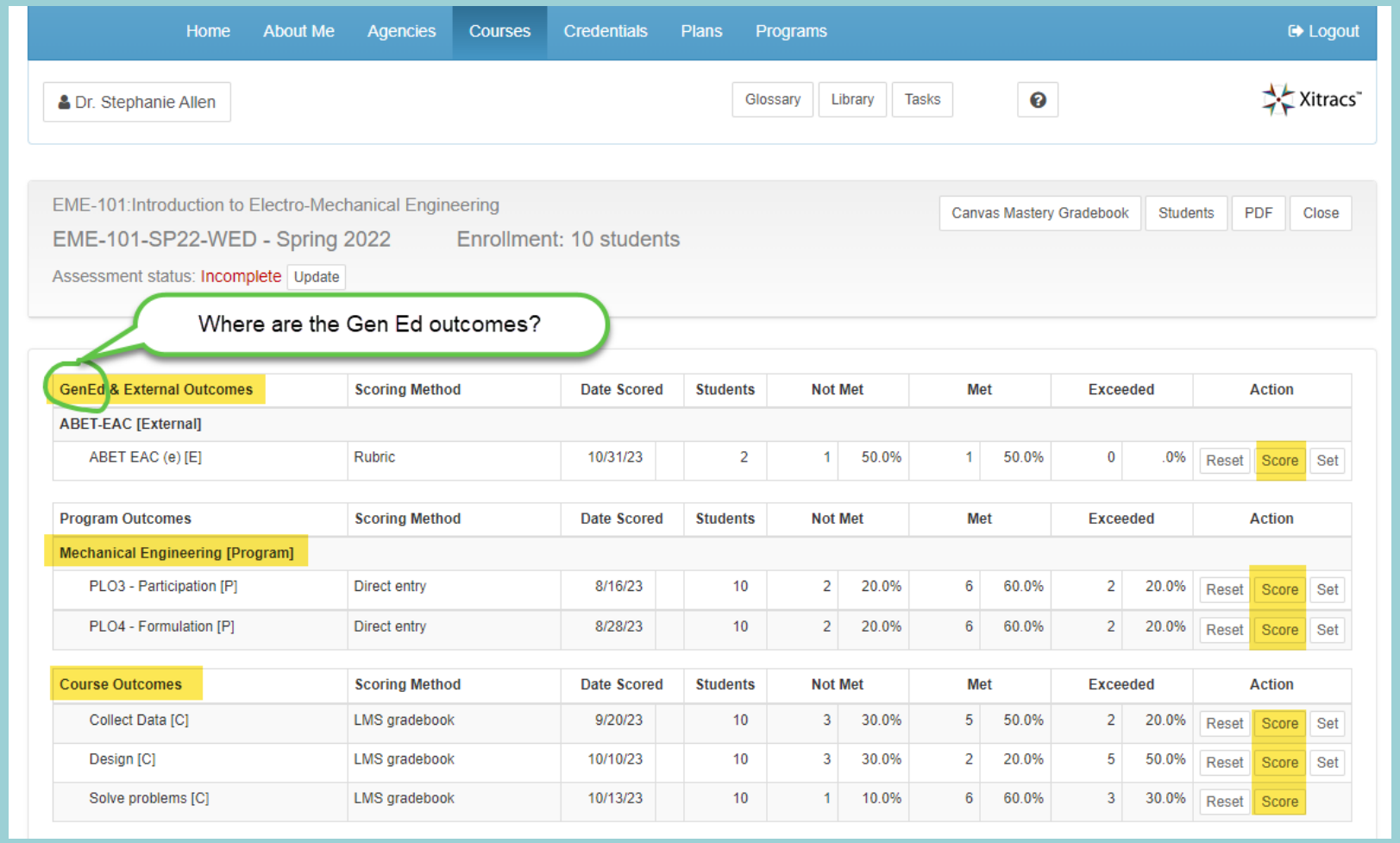
The Easy-to-Navigate Faculty-Staff User Portal



- Faculty-Staff User Portal – minimal training needed
- Easy start – get to your working area in a click!
- Home Tab – Activity & Task reminders

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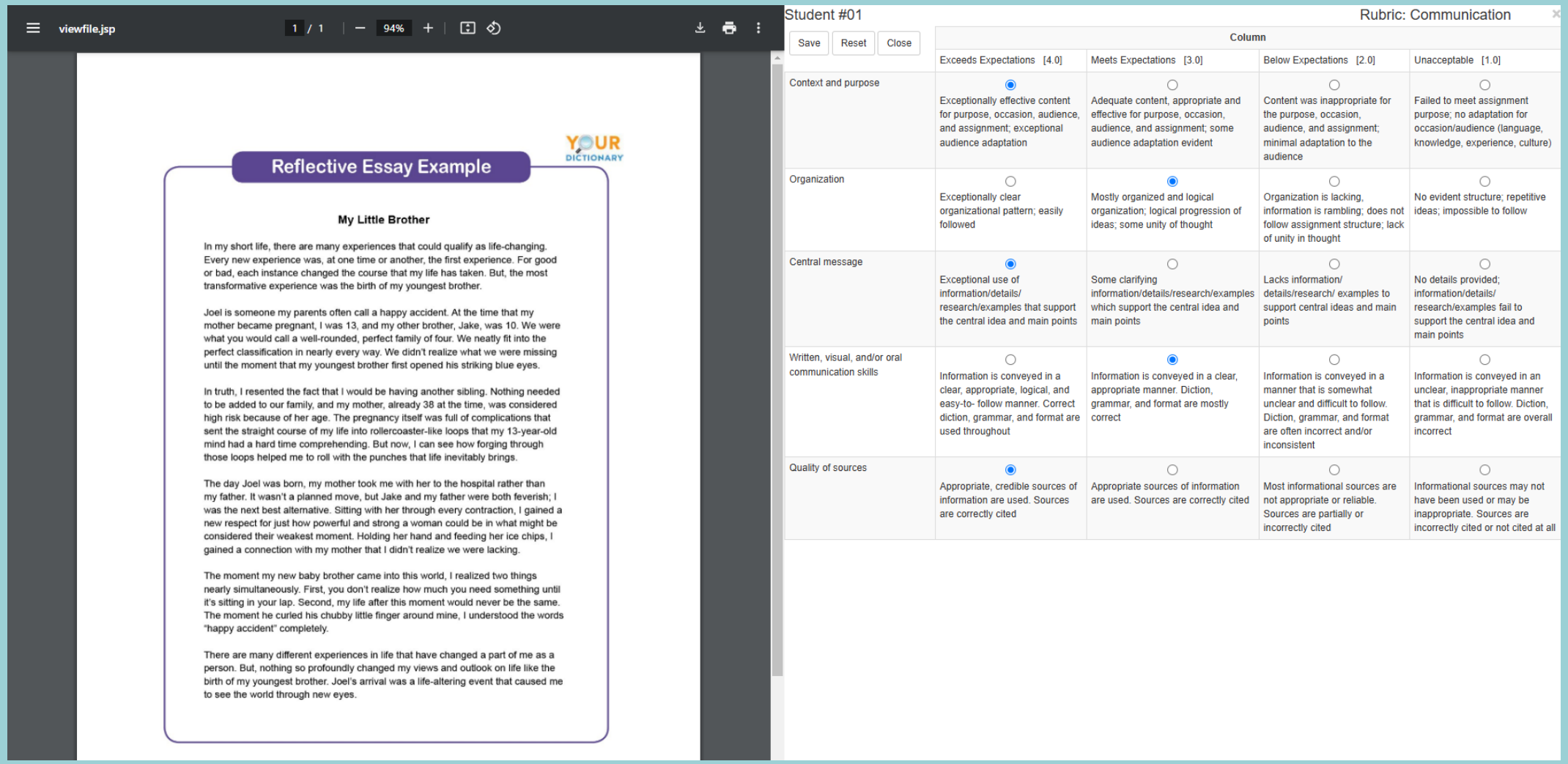
Assessment Module – Course Sections



- 4 Categories of learning outcomes
- Integration w/LMS Grade Book: Gradebook column scores & student artifacts
- Course outcomes aligned “up” to Gen Ed (i.e., score course outcomes, produce data on others!)

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Assessment Module – Juried Assessment



- Utilizes student artifacts & common rubrics
- PDF artifacts provide side-by-side view
- LMS Connector allows for batch export/import of student artifacts—saving faculty time!

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Reduce Duplication of Effort – Integrate with Your LMS





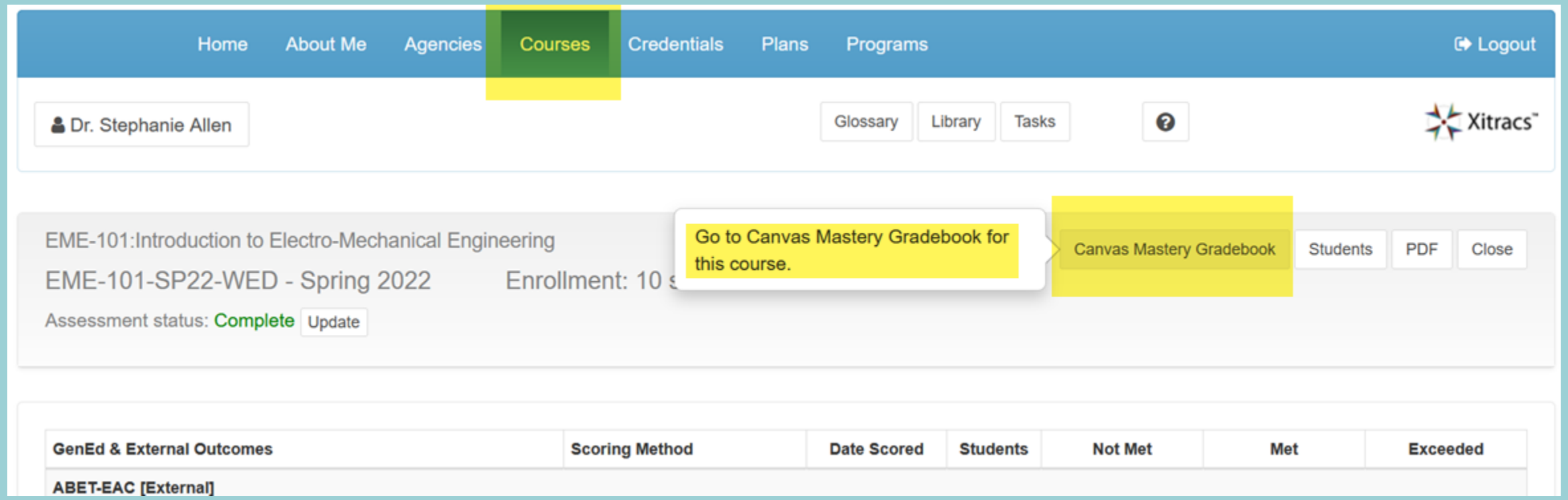




- Integration: Pull into Xitracs LMS Gradebook scores & student artifacts
- Set YOUR methods or thresholds @ program/department/college/institution levels

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Enhanced LMS Integration Efforts



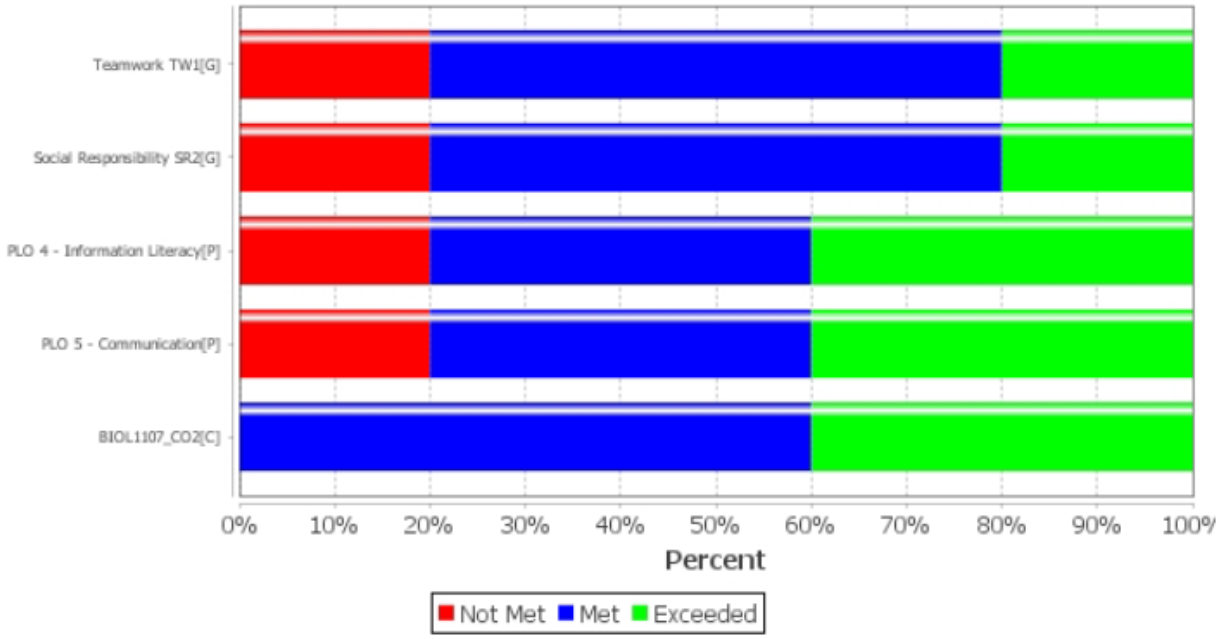
- **CANVAS** – Learning Mastery Gradebook
- **D2L/BRIGHTSPACE** – CLOE & PLOE Data
- **BLACKBOARD** – Course or Section Level

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Semester: Spring 2020

BIOL 1107
Biological chemistry, cell structure and function, bioenergetics, mitosis and meiosis, genetics, gene expression and regulation, gene technology, population genetics, evolution.

Semester: Spring 2020
Section: BIOL 1107-036



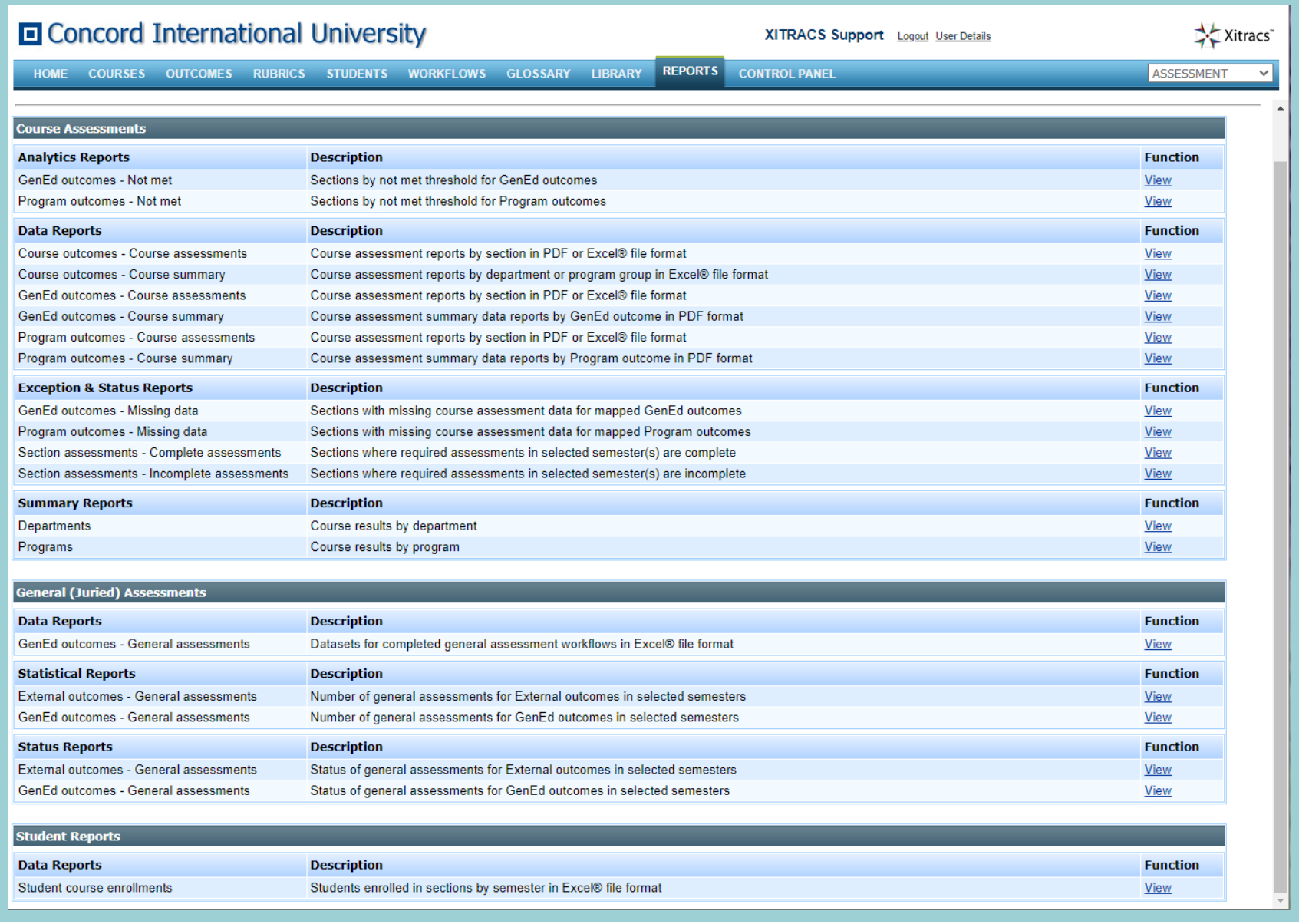
Outcome	Count	Not Met		Met		Exceeded	
Teamwork TW1 [G] *Linked from:* *BIOL1107_CO1[C]*	5	1	20%	3	60%	1	20%
Social Responsibility SR2 [G] *Linked from:* *BIOL1107_CO3[C]*	5	1	20%	3	60%	1	20%
PLO 4 - Information Literacy [P]	5	1	20%	2	40%	2	40%
PLO 5 - Communication [P]	5	1	20%	2	40%	2	40%
BIOL1107_CO2 [C]	5	0	0%	3	60%	2	40%

- Instant reports for scorers
- Reduces work for IR/E staff
- Your thresholds & terminology

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Learning Outcomes Data Reports:

Longitudinal Reports by Outcome, Course & Threshold



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XITRACS Support Logout User Details

Xitracs

HOME | COURSES | OUTCOMES | RUBRICS | STUDENTS | WORKFLOWS | GLOSSARY | LIBRARY | REPORTS | CONTROL PANEL | ASSESSMENT

Course Assessments

Analytics Reports	Description	Function
GenEd outcomes - Not met	Sections by not met threshold for GenEd outcomes	View
Program outcomes - Not met	Sections by not met threshold for Program outcomes	View

Data Reports	Description	Function
Course outcomes - Course assessments	Course assessment reports by section in PDF or Excel® file format	View
Course outcomes - Course summary	Course assessment reports by department or program group in Excel® file format	View
GenEd outcomes - Course assessments	Course assessment reports by section in PDF or Excel® file format	View
GenEd outcomes - Course summary	Course assessment summary data reports by GenEd outcome in PDF format	View
Program outcomes - Course assessments	Course assessment reports by section in PDF or Excel® file format	View
Program outcomes - Course summary	Course assessment summary data reports by Program outcome in PDF format	View

Exception & Status Reports	Description	Function
GenEd outcomes - Missing data	Sections with missing course assessment data for mapped GenEd outcomes	View
Program outcomes - Missing data	Sections with missing course assessment data for mapped Program outcomes	View
Section assessments - Complete assessments	Sections where required assessments in selected semester(s) are complete	View
Section assessments - Incomplete assessments	Sections where required assessments in selected semester(s) are incomplete	View

Summary Reports	Description	Function
Departments	Course results by department	View
Programs	Course results by program	View

General (Juried) Assessments

Data Reports	Description	Function
GenEd outcomes - General assessments	Datasets for completed general assessment workflows in Excel® file format	View

Statistical Reports	Description	Function
External outcomes - General assessments	Number of general assessments for External outcomes in selected semesters	View
GenEd outcomes - General assessments	Number of general assessments for GenEd outcomes in selected semesters	View

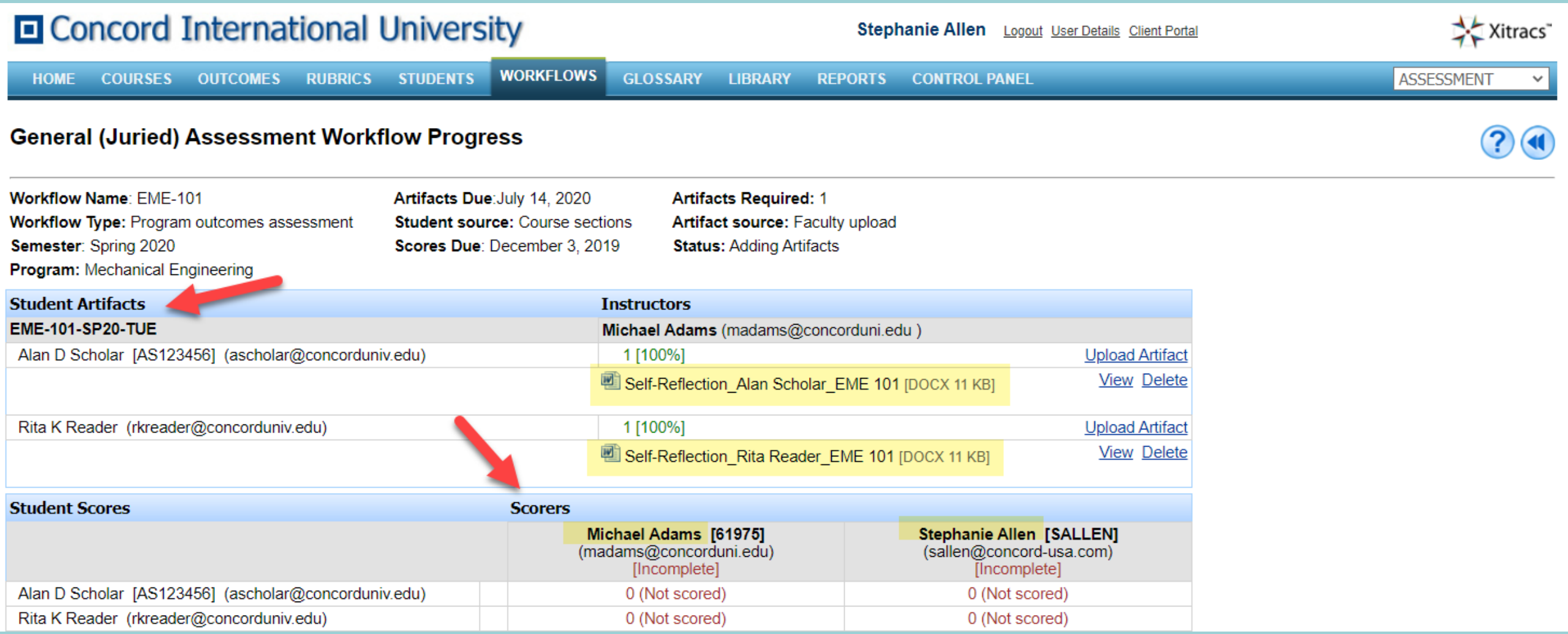
Status Reports	Description	Function
External outcomes - General assessments	Status of general assessments for External outcomes in selected semesters	View
GenEd outcomes - General assessments	Status of general assessments for GenEd outcomes in selected semesters	View

Student Reports

Data Reports	Description	Function
Student course enrollments	Students enrolled in sections by semester in Excel® file format	View

- Save time with Gap reports
- Instant reports by Department or Program for fast distribution
- Datasets for Juried Assessment

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- Use with Gen Ed, Program, or External outcomes
- Reminder email notifications for Scorers and easy progress tracking for Xitracs Admins
- Anonymous or identified student artifacts

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The Newly-Expanded STUDENT TAB!

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HOME COURSES OUTCOMES RUBRICS STUDENTS WORKFLOWS GLOSSARY LIBRARY REPORTS CONTROL PANEL ASSESSMENT

Students

Return to Search

Student search for R

Reader, Rita K 648754RR Details

Name: Rita K Reader

Base data | Demographics | Courses | Groups | Programs | External | Activities | Documents

Base Data	
Last Name	Reader
First Name	Rita
Middle Name	K
Student ID	648754RR
Email	648754RR@xitracs.com
LMS Key	648754RR@xitracs.com
SIS Code 1	
SIS Code 2	
SIS Code 3	
Classificati	Edit
Advisors	Add
Current	Stephanie Allen (Since 3/25/25) Edit Remove



- **External Tab:** Exams – Certifications – Licensures
- **Activities Tab:** Clinical & Student Teaching Placements – Internships
- **Documents Tab:** Transcripts
- **Advisor Role:** Access to student info streamlines advising process

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KEY STUDENT INFORMATION – All in One Place

Base data | Demographics | Courses | Groups | Programs | External | Activities | Documents

Exams	Source	Score	Passed	Date	Reported	Verified	Function
External exams for this student							Add
AART - American Registry of Radiologic Technologists							
AART-MRI - AART Certification Exam - MRI	Student	C- [72.0]	No	2/4/24	4/8/25	No	Edit Remove
	Organization	B+ [85.0]	Yes	9/4/24	4/8/25	No	Edit Remove

Certifications & Licensures		Function
Certification	Detail	Add Add Other
AART Certification Exam - MRI	American Registry of Radiologic Technologists [Valid from 4/10/25] field data here *description here* Transcript on file	Edit Delete Add file
Documents	AACSB Table-1 PDF 8 KB 4/28/25 Edit Delete View Admission Policy PDF 6 KB 4/25/25 Edit Delete View AssessBUSMGT PDF 37 KB 4/25/25 Edit Delete View	
Other Organization Name	Other Organization [Valid to 4/10/25] Transcript on file	Edit Delete Add file
Licensure	Detail	Add Add Other
AART Certification Exam - MRI	American Registry of Radiologic Technologists [Valid from 3/5/24 to 9/10/29] Oncology Transcript on file	Edit Delete Add file
Documents	Digital Library PDF 8 KB 4/26/25 Edit Delete View	

Xitracs System Users:

- Can customize fields
- No longer need to access multiple databases
- Track contacts at internships and placement sites

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Xitracs™ DataView Server
Push your data to your datawarehouse!

Databases: Microsoft SQL Server · PostgreSQL · MariaDB

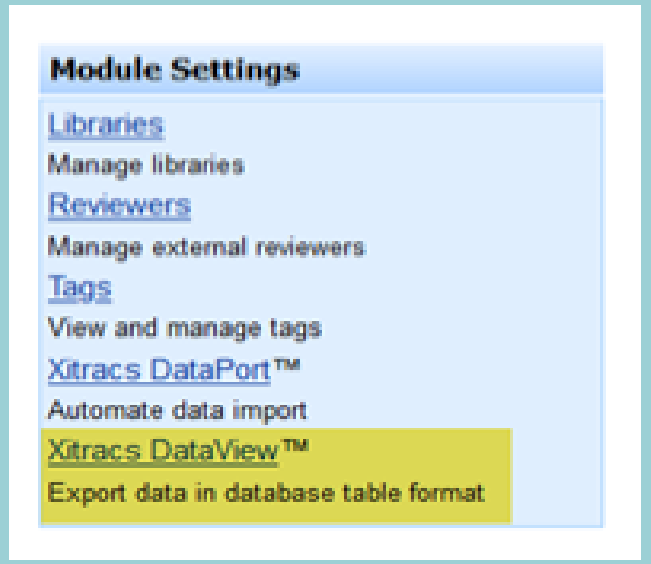
Platforms: Azure · aws · *+ on premises*

Reporting Tools: salesforce · tableau · Microsoft | Power BI · *+ other Dashboards*

- Push Xitracs data into your Datawarehouse
- *Your* Xitracs Data + YOUR Current Reporting Tools
- AI options: Export your info to AWS S3 or Azure Storage

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Automate Imports with Xitracs DataPort

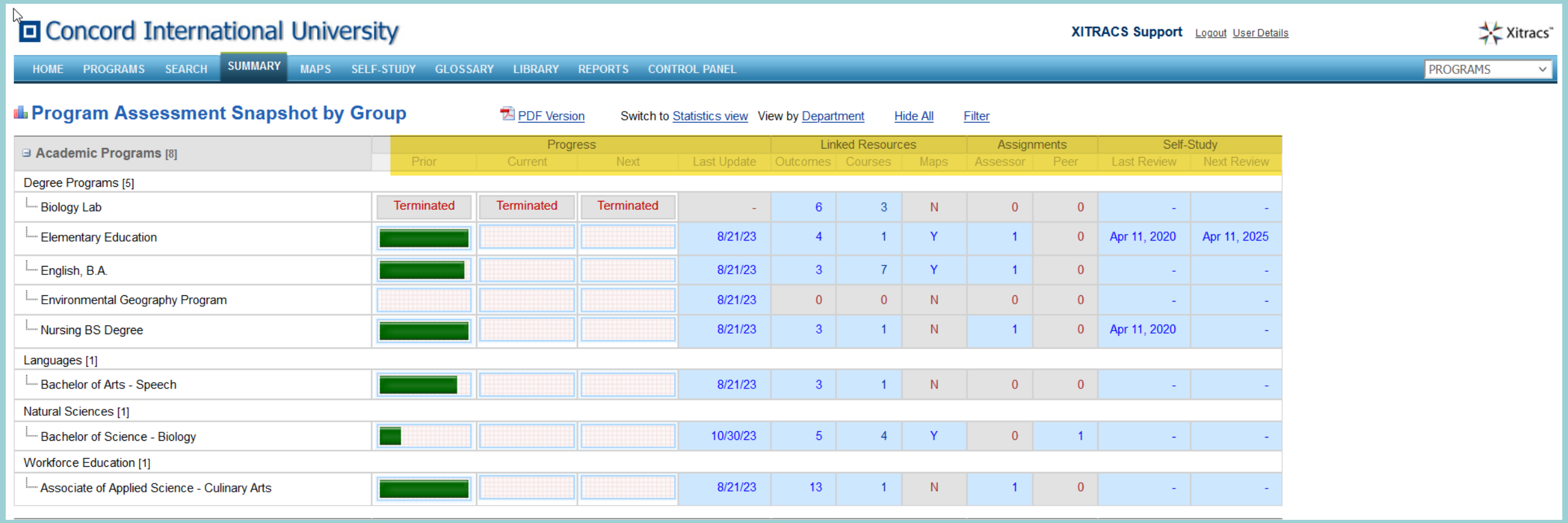


Import Function
Add Courses
Add Course Sections
Remove Course Sections
Add Faculty & Staff Members
Add Faculty & Staff Credentials
Add Faculty Course Section Enrollments
Remove Faculty Course Section Enrollments
Add Faculty & Staff CV
Add Faculty & Staff Demographics
Add Faculty & Staff Transcript
Add Faculty Evaluation
Add Schools
Add Departments
Add Students
Add Student Course Section Enrollments
Remove Student Course Section Enrollments

- Refresh your SIS data every week or every day.
- Information is always up to date.
- A Xitracs Add-On that is a big time-saver for a small cost!

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Programs Module – Tracking Progress & More Effective Reporting



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HOME PROGRAMS SEARCH SUMMARY MAPS SELF-STUDY GLOSSARY LIBRARY REPORTS CONTROL PANEL PROGRAMS

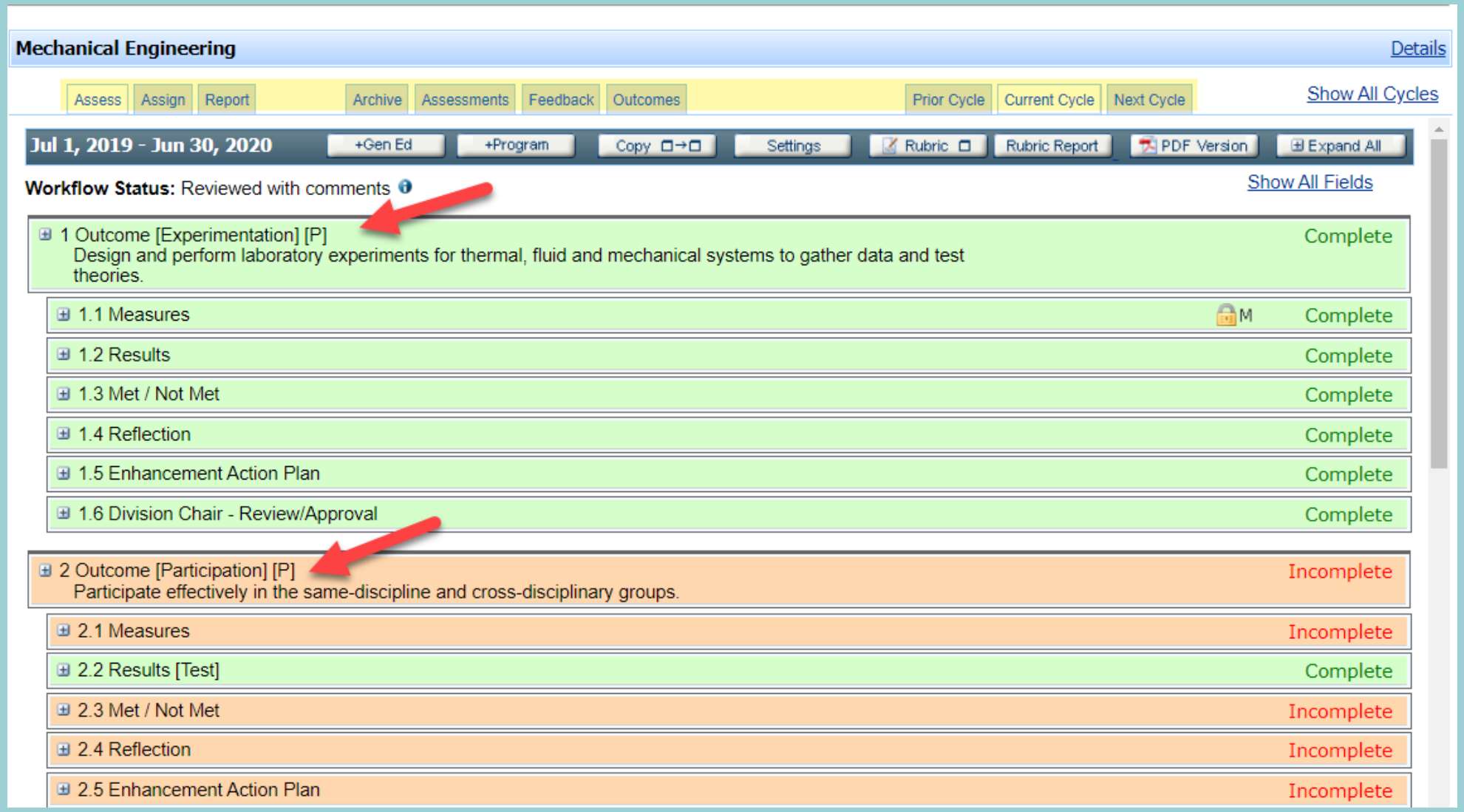
Program Assessment Snapshot by Group

PDF Version Switch to Statistics view View by Department Hide All Filter

Academic Programs [8]	Progress				Linked Resources			Assignments		Self-Study	
	Prior	Current	Next	Last Update	Outcomes	Courses	Maps	Assessor	Peer	Last Review	Next Review
Degree Programs [5]											
Biology Lab	Terminated	Terminated	Terminated	-	6	3	N	0	0	-	-
Elementary Education				8/21/23	4	1	Y	1	0	Apr 11, 2020	Apr 11, 2025
English, B.A.				8/21/23	3	7	Y	1	0	-	-
Environmental Geography Program				8/21/23	0	0	N	0	0	-	-
Nursing BS Degree				8/21/23	3	1	N	1	0	Apr 11, 2020	-
Languages [1]											
Bachelor of Arts - Speech				8/21/23	3	1	N	0	0	-	-
Natural Sciences [1]											
Bachelor of Science - Biology				10/30/23	5	4	Y	0	1	-	-
Workforce Education [1]											
Associate of Applied Science - Culinary Arts				8/21/23	13	1	N	1	0	-	-

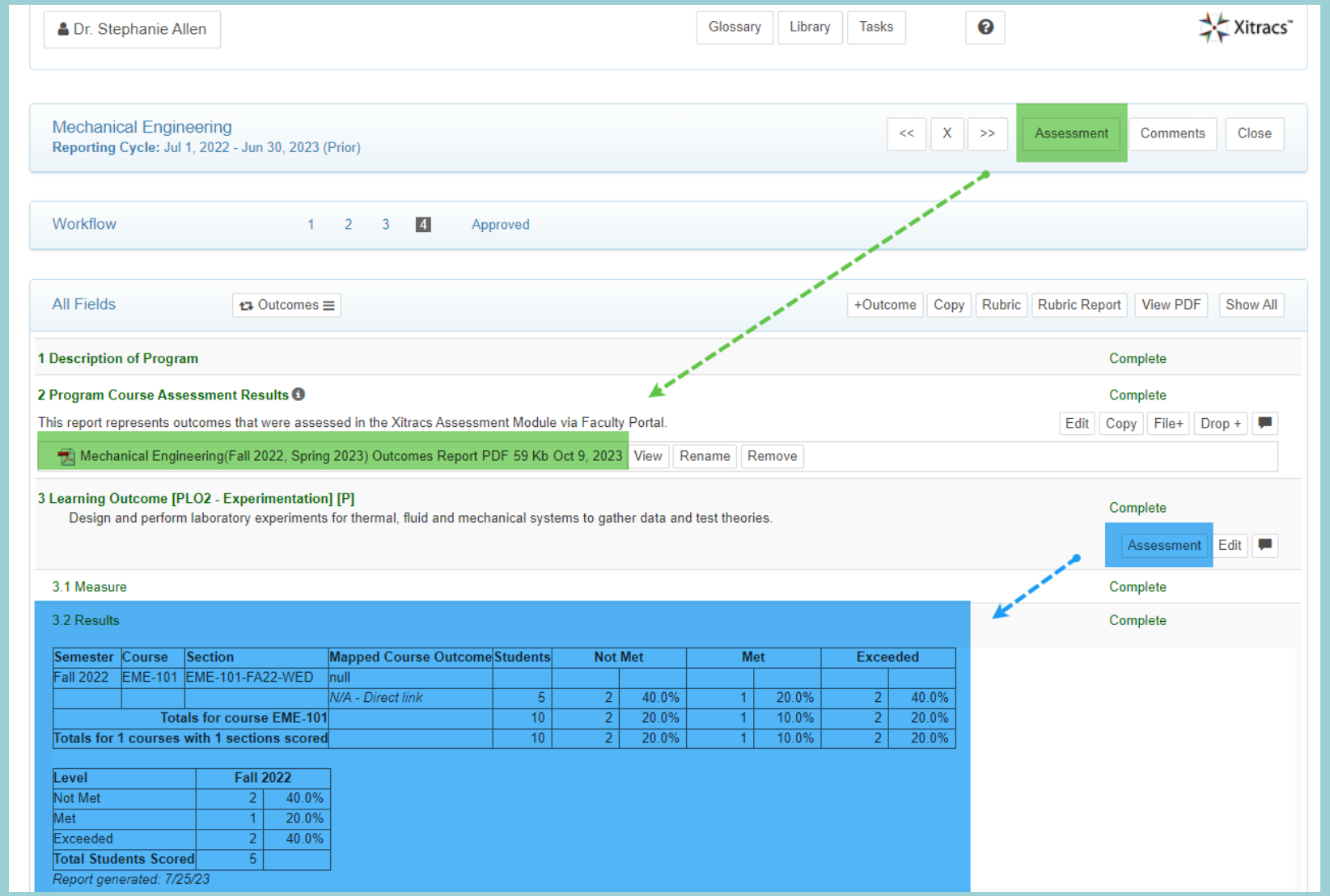
- Summary Dashboard for institution-wide progress tracking
- Academic or Co-curricular programs w/learning outcomes
- Note: Operational goals for all units > Planning Module

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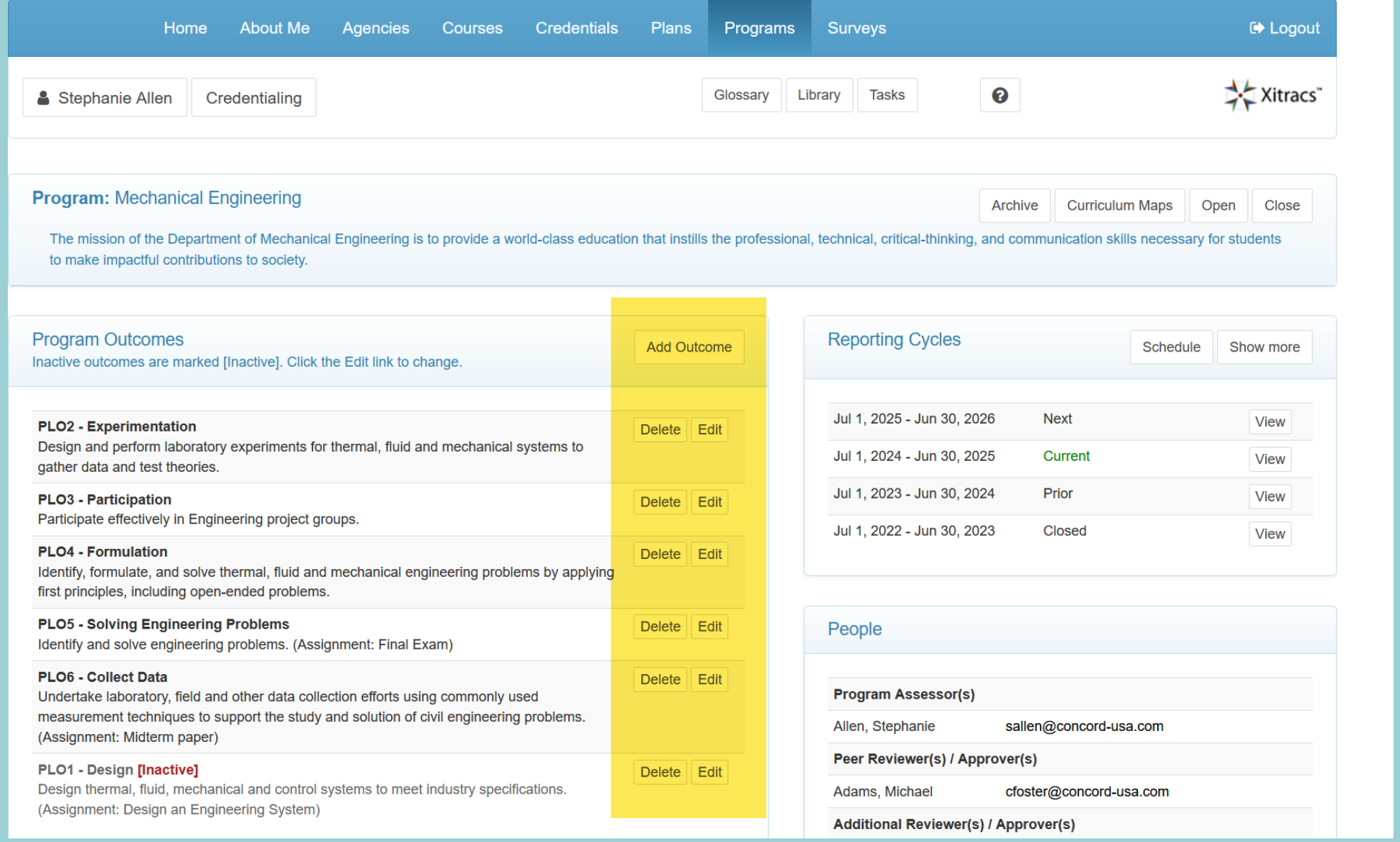
- Core of the Programs Module – fully customizable reporting templates
- Reporting Schedules for learning outcomes, if needed
- Designed for collaboration (Portal & System)

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- Assessment data feeds Program effectiveness reports
- Auto-generated data reports – reduces hunting for data & saves IR/E staff time!
- Encourages collaboration

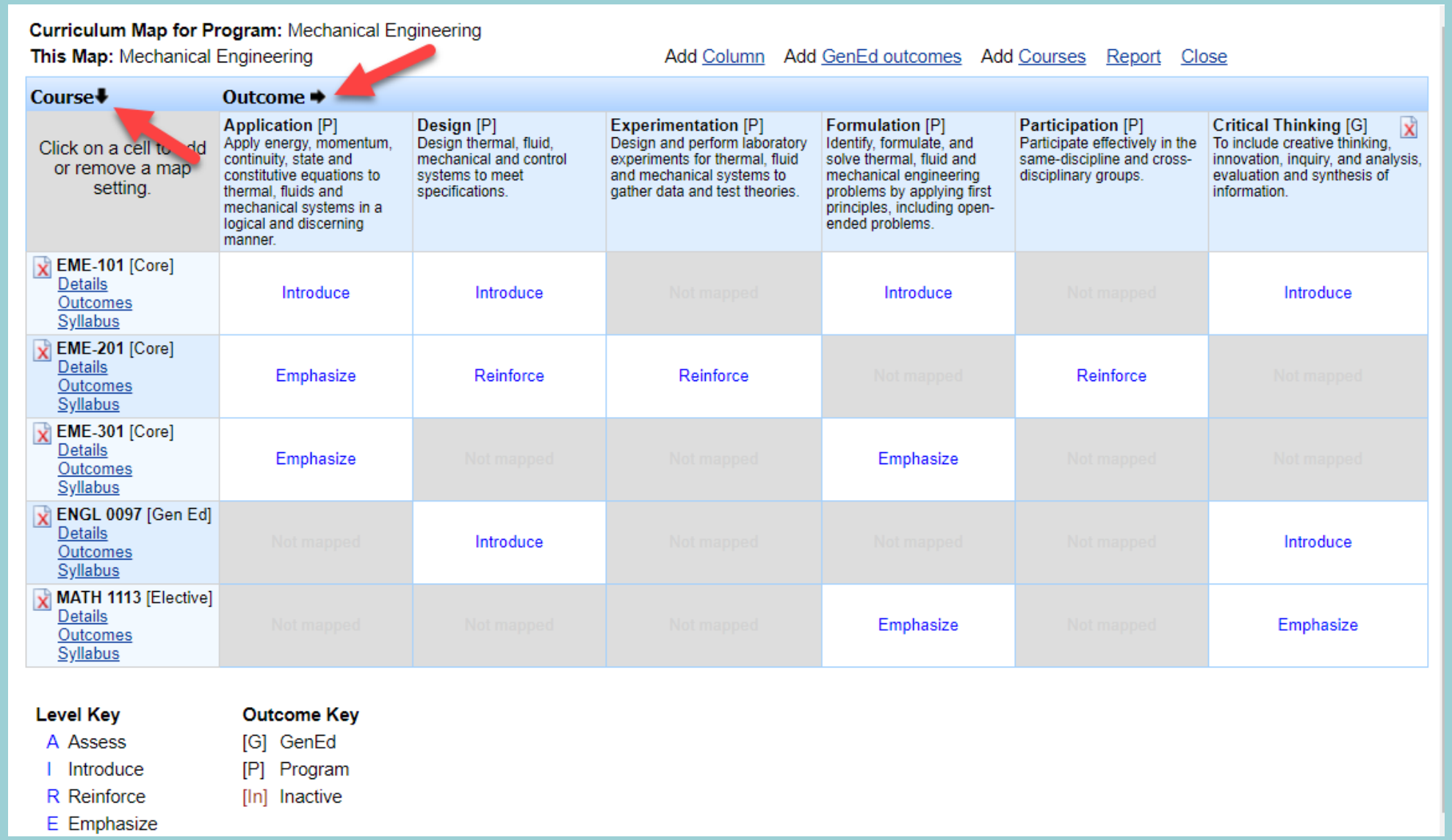
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Options for updating program learning outcomes:

- IR/E staff can import files into the Xitracs System view on behalf of programs.
- Program Leads can add or update outcomes from their Portal view.

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Curriculum Map for Program: Mechanical Engineering
This Map: Mechanical Engineering

Add Column | Add GenEd outcomes | Add Courses | Report | Close

Course ⬇ / Outcome ➡	Application [P] Apply energy, momentum, continuity, state and constitutive equations to thermal, fluids and mechanical systems in a logical and discerning manner.	Design [P] Design thermal, fluid, mechanical and control systems to meet specifications.	Experimentation [P] Design and perform laboratory experiments for thermal, fluid and mechanical systems to gather data and test theories.	Formulation [P] Identify, formulate, and solve thermal, fluid and mechanical engineering problems by applying first principles, including open-ended problems.	Participation [P] Participate effectively in the same-discipline and cross-disciplinary groups.	Critical Thinking [G] To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
Click on a cell to add or remove a map setting.						
EME-101 [Core] Details Outcomes Syllabus	Introduce	Introduce	Not mapped	Introduce	Not mapped	Introduce
EME-201 [Core] Details Outcomes Syllabus	Emphasize	Reinforce	Reinforce	Not mapped	Reinforce	Not mapped
EME-301 [Core] Details Outcomes Syllabus	Emphasize	Not mapped	Not mapped	Emphasize	Not mapped	Not mapped
ENGL 0097 [Gen Ed] Details Outcomes Syllabus	Not mapped	Introduce	Not mapped	Not mapped	Not mapped	Introduce
MATH 1113 [Elective] Details Outcomes Syllabus	Not mapped	Not mapped	Not mapped	Emphasize	Not mapped	Emphasize

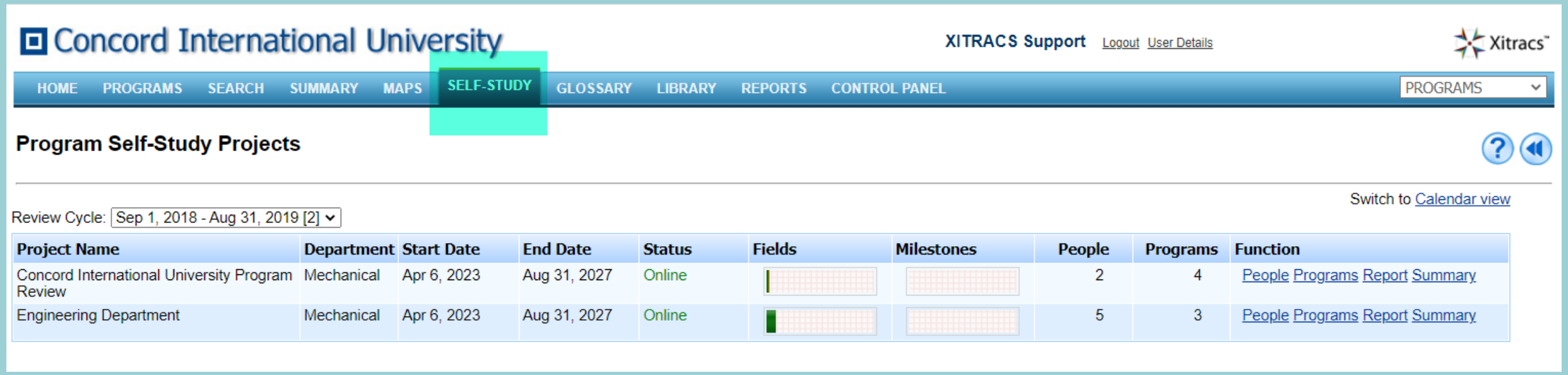
Level Key
A Assess
I Introduce
R Reinforce
E Emphasize

Outcome Key
[G] GenEd
[P] Program
[In] Inactive

- Curriculum Mapping – alignment & gaps per Program
- Program, Gen Ed & External accreditation learning outcomes
- Program faculty input = system of record (outcomes & curriculum maps)

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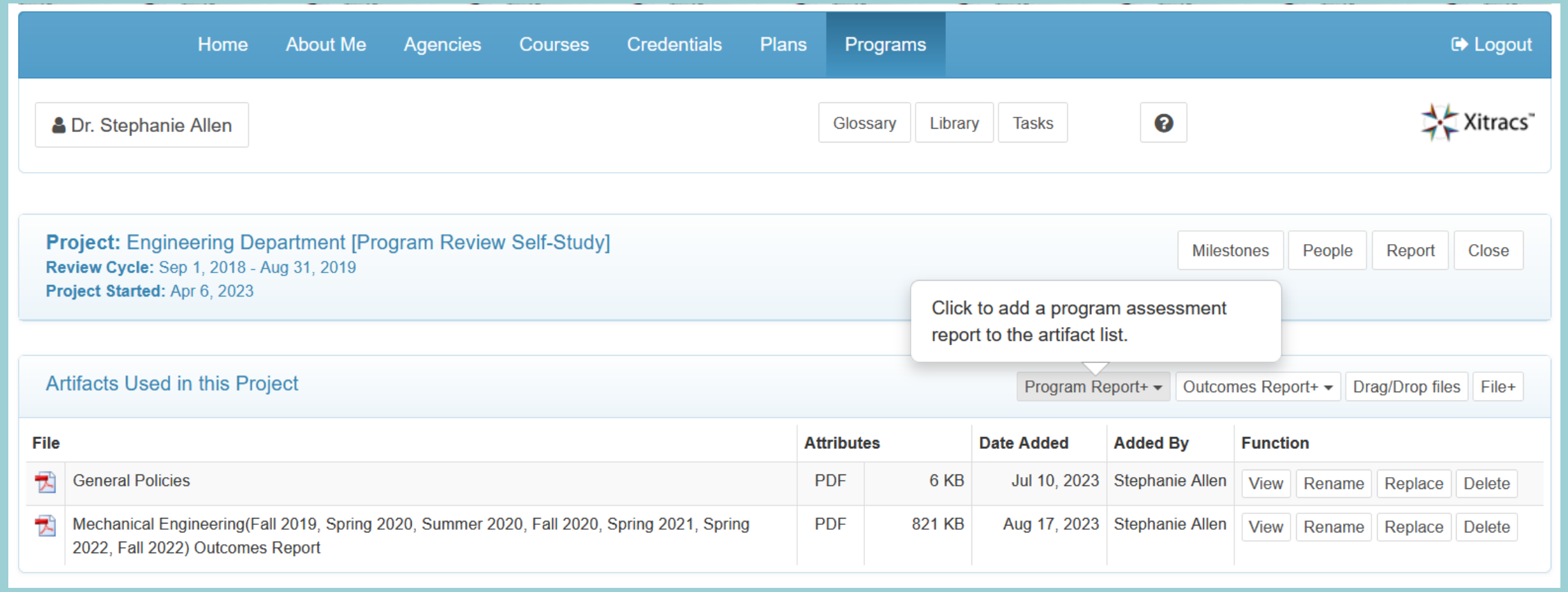
Program Review – Manage it All in Xitracs!



- Supports staggered, multi-year cycles
- Simple start, draws from your organizational hierarchy in Xitracs
- Coordinated reporting fields – No ‘piecing together’ the final Self-Study report

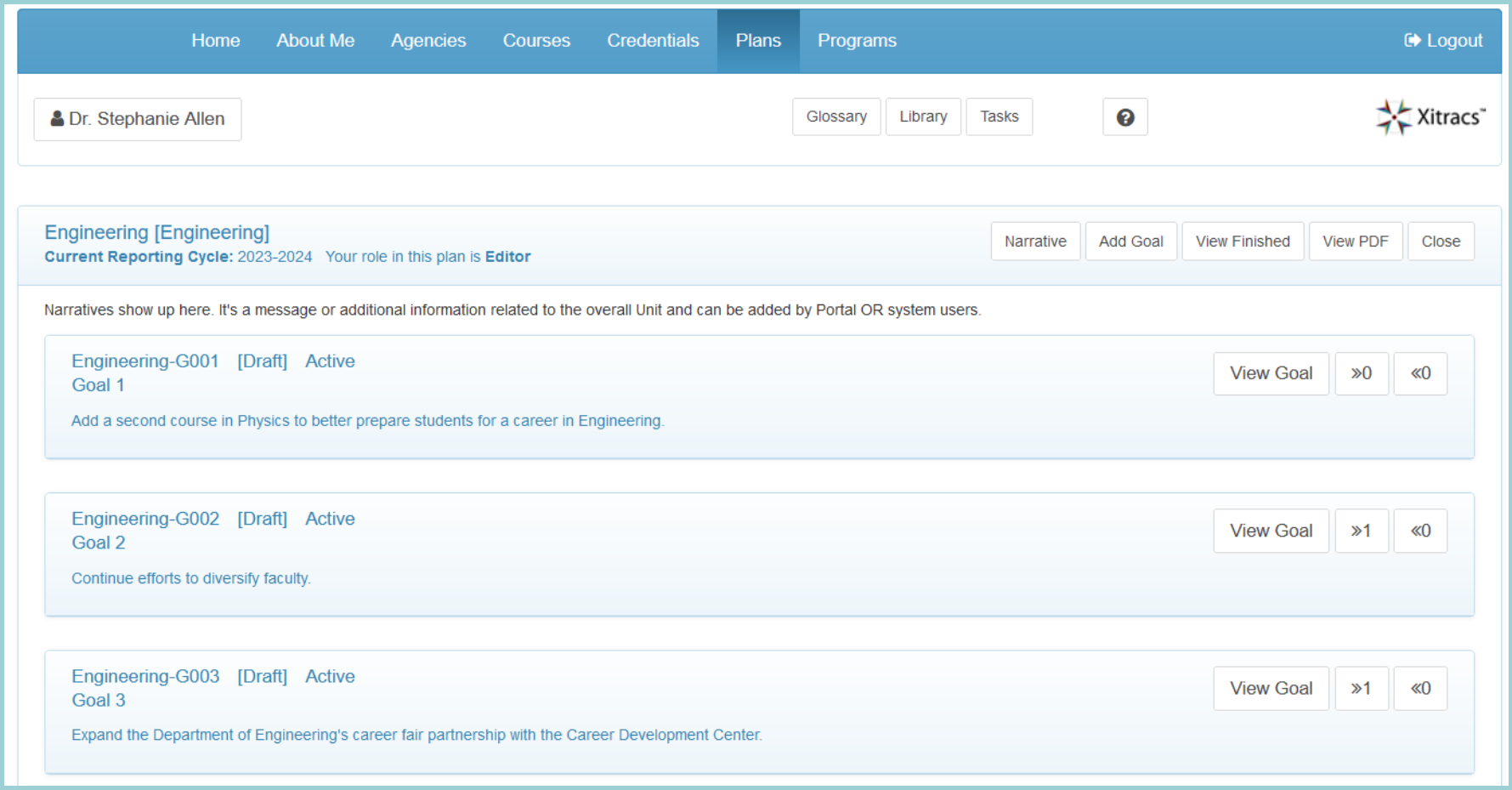
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Annual Reports Integrate with Self-Studies



- Auto-add program and outcomes reports
- Accessible to all involved in a Self-Study
- Drag/Drop or add artifacts from other sources

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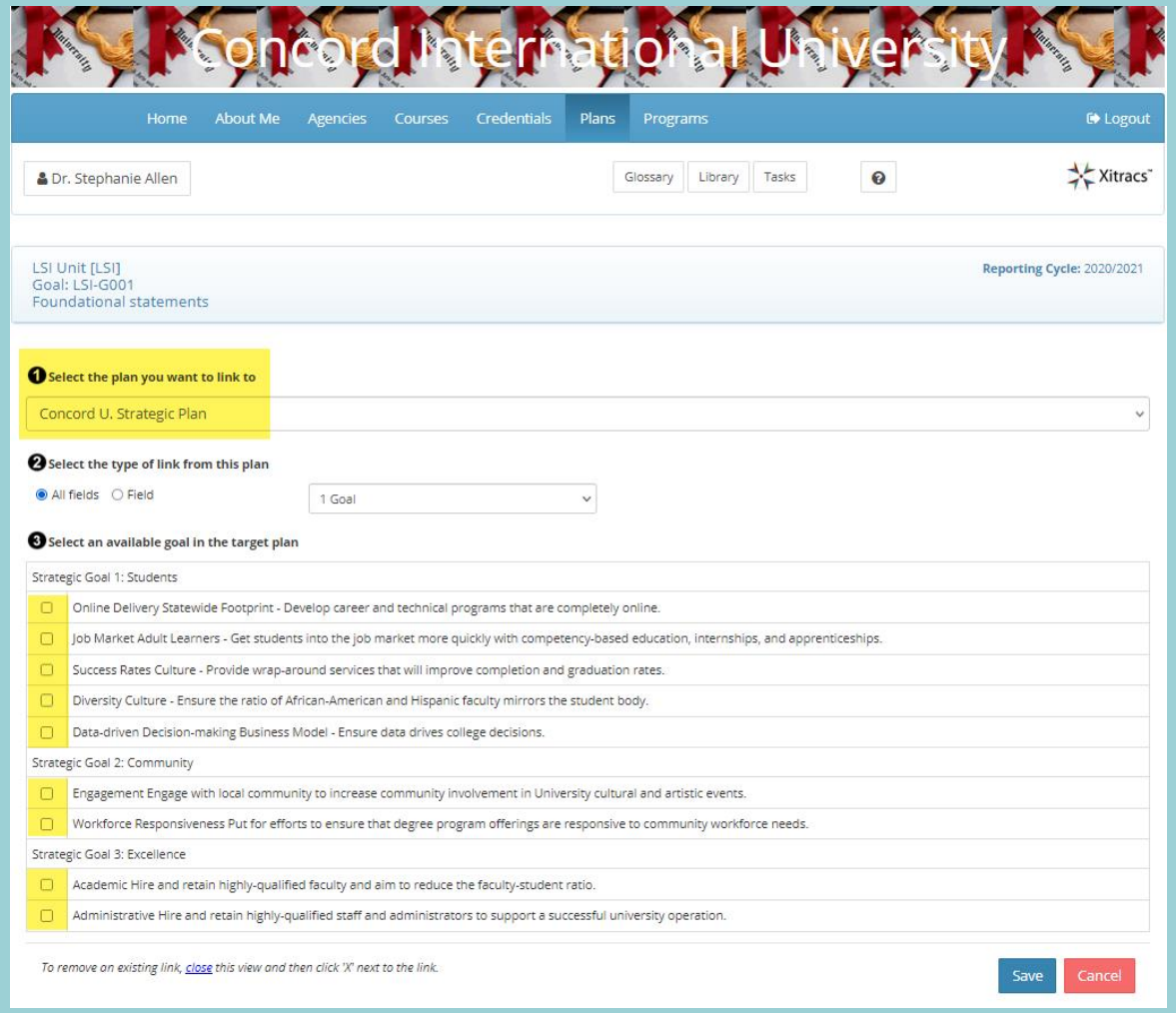
Planning Module –

Operational Goals for Reporting Units

- Unit operational goals set by program faculty/staff
- Workflows – reflects YOUR review & approval process
- Easy auto-build from your organizational hierarchy in Xitracs

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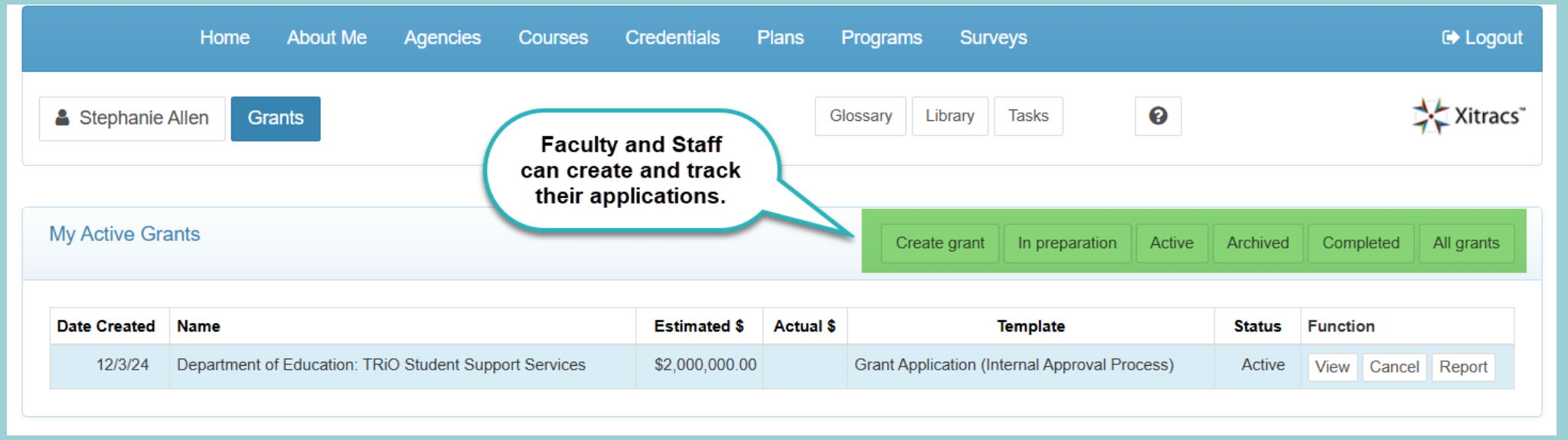
Planning Module – Track Progress on your Strategic Plan

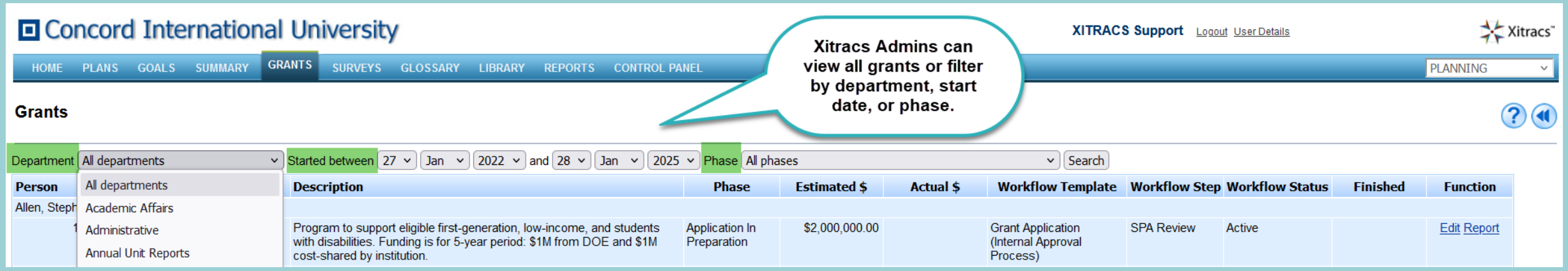


- Units can link goals to higher level plans – track strengths & gaps
- Captures links from other Plans *or* Program Reports
- Institution-wide view of goal alignment

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NEW! Grant Management in the Planning Module

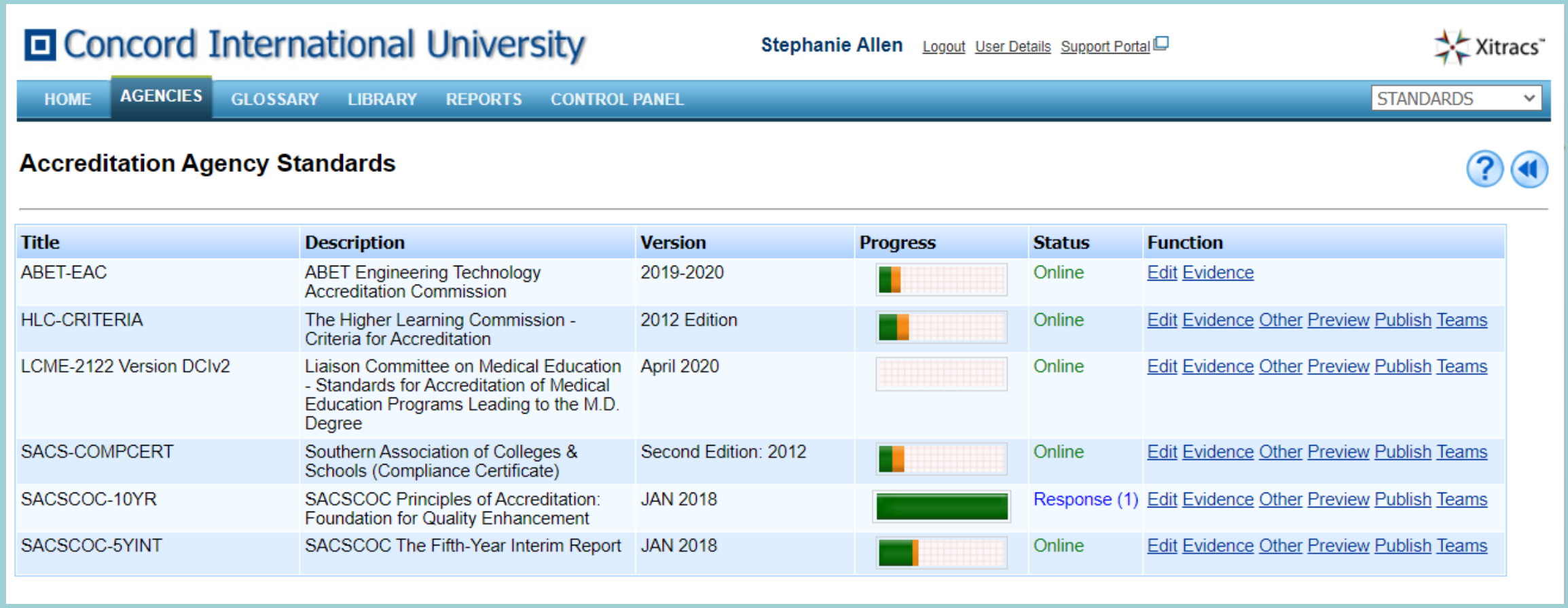




- Included with the Planning Module & easy access from the Faculty/Staff Portal
- Track internal applications for those seeking agency funding
- Gain insights into approval factors to increase successful applications

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Standards Module – Accreditation Report Templates

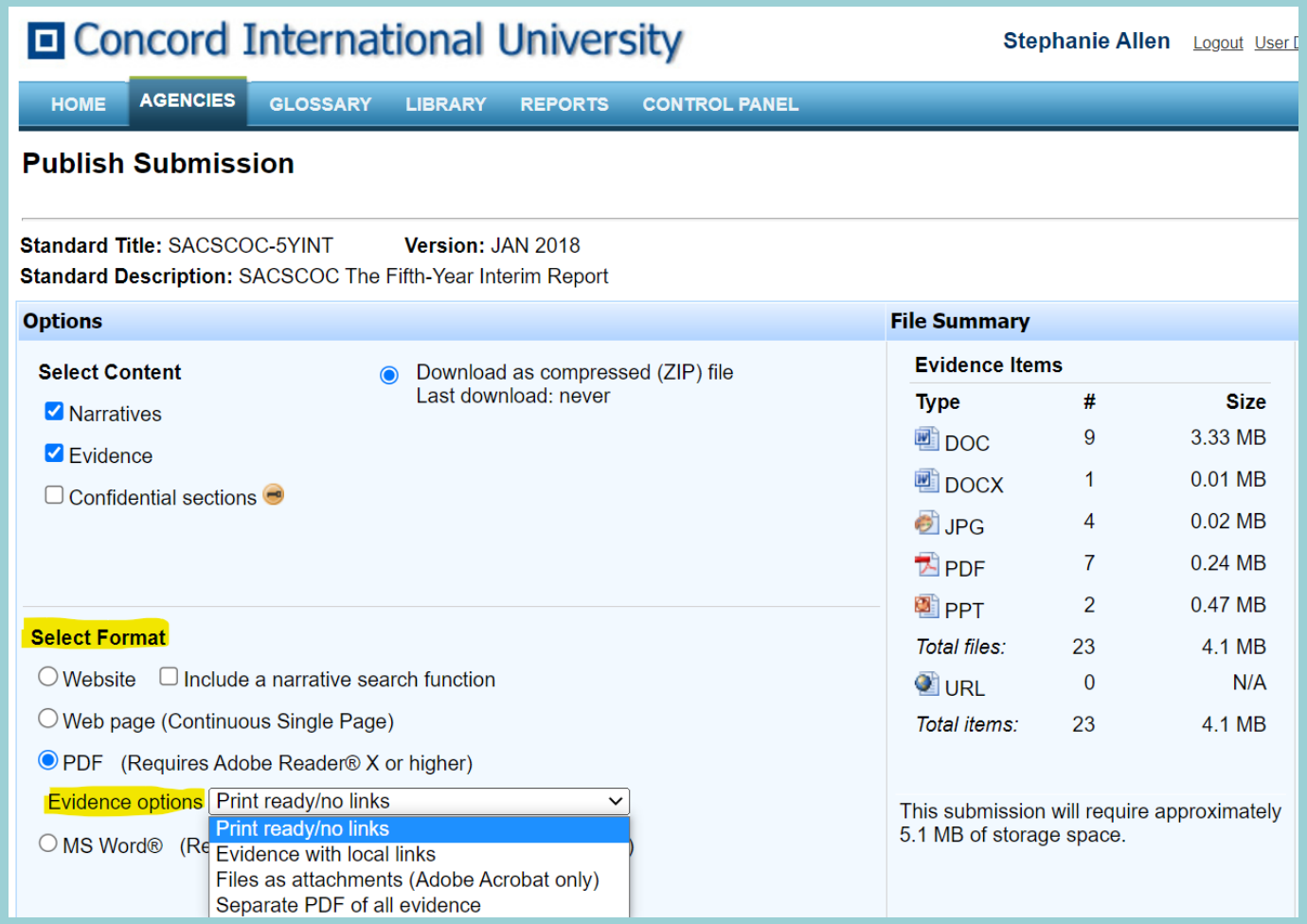


Title	Description	Version	Progress	Status	Function
ABET-EAC	ABET Engineering Technology Accreditation Commission	2019-2020		Online	Edit Evidence
HLC-CRITERIA	The Higher Learning Commission - Criteria for Accreditation	2012 Edition		Online	Edit Evidence Other Preview Publish Teams
LCME-2122 Version DCIv2	Liaison Committee on Medical Education - Standards for Accreditation of Medical Education Programs Leading to the M.D. Degree	April 2020		Online	Edit Evidence Other Preview Publish Teams
SACS-COMPCERT	Southern Association of Colleges & Schools (Compliance Certificate)	Second Edition: 2012		Online	Edit Evidence Other Preview Publish Teams
SACSCOC-10YR	SACSCOC Principles of Accreditation: Foundation for Quality Enhancement	JAN 2018		Response (1)	Edit Evidence Other Preview Publish Teams
SACSCOC-5YINT	SACSCOC The Fifth-Year Interim Report	JAN 2018		Online	Edit Evidence Other Preview Publish Teams

- Any accreditation agency template
- Set up your report teams & begin collaboration
- Easy to track progress

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Standards Module – Multiple Submission Formats



- Submission & Evidence > multiple format options, including PDF & Zipped
- Content-filterable
- Pre-deadline formatting assistance from Xitracs staff

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Standards Module – Reviewers' View

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Fifth Year Interim Report

Powered by Xitracs™

Welcome | Submission | Evidence | Collateral | About





Welcome to the web site that the Concord International University has developed in support of its Fifth Year Interim Report to Southern Association of Colleges and Schools (SACSCOC). This site provides narrative specific to each of the compliance standards. Each section explains how the college fulfills a specific requirement. Each section is organized by the clauses of the standard itself, and each provides links to appropriate evidence.

We regret that some readers of this site will not have an opportunity to visit the college itself for it is nearly impossible to fathom the Institution, its storied history and its enduring commitment to an "integrated education of the head, heart and hands" without exploring how our extraordinary campus has evolved in support of this mission.

The Institution's educational plan emphasizes a blend of challenging academic study and meaningful work experiences along with an intentional focus on what it means to choose a path in life that involves both purpose and passion. The Institution's campus provides the context for an exceptionally rich college experience and an understanding of stewardship. It fosters endless opportunities for study and research, work experience, recreation and exploration, and nurturing one's spirit.

The Institution exists to prepare students as exemplary and productive citizens who will make a difference in their communities and beyond by virtue of their ability, hard work, and humility of spirit. We invite you to learn more about us as you study this site with the hopes that you will come to visit us one day soon.

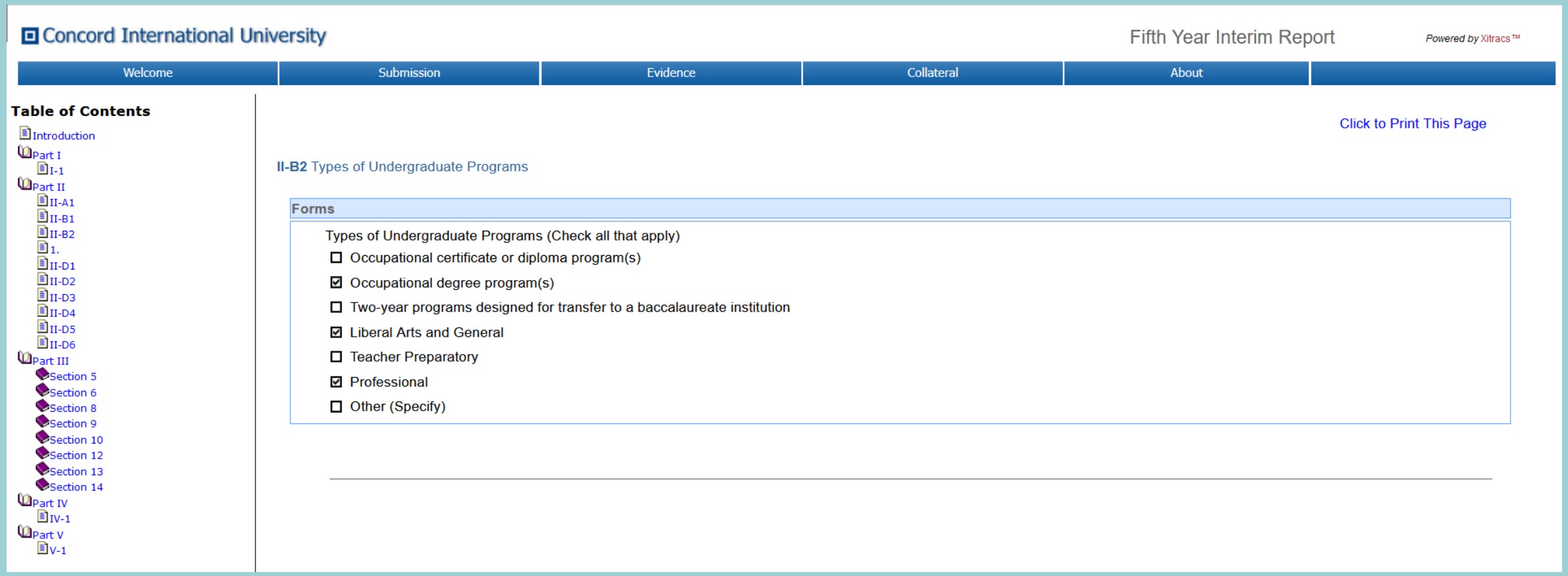
With warm regards,

Brian J. Jones
President

- Customize with campus photos & message from Leadership
- Report organized with tabs on top banner

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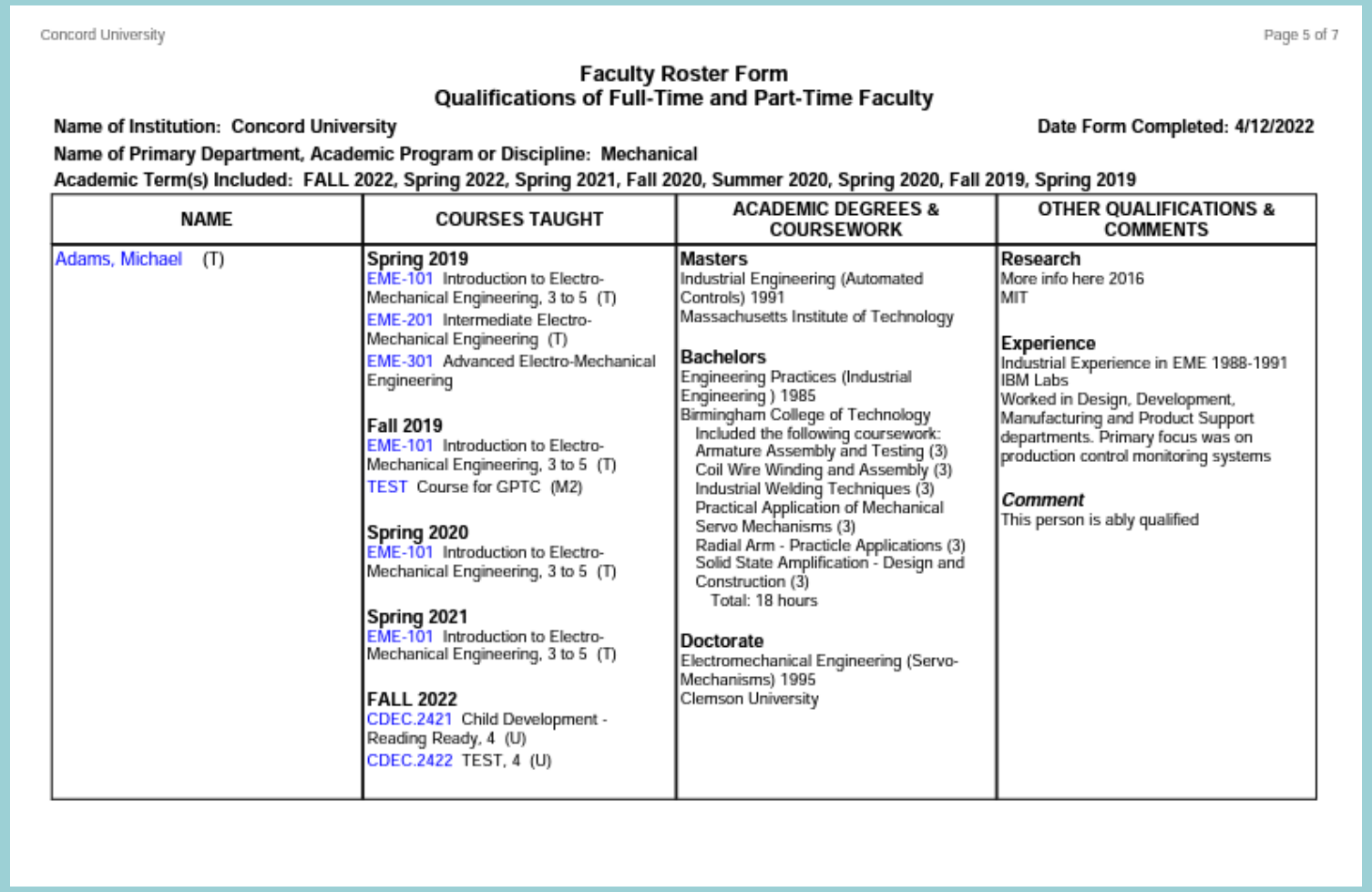
Standards Module – Reviewers' View



- Sections are easy to navigate – less scrolling
- Last Tab is reserved for Response stage
- 20+ years of Reviewer feedback

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Concord University

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Faculty Roster Form
Qualifications of Full-Time and Part-Time Faculty

Name of Institution: Concord University **Date Form Completed: 4/12/2022**

Name of Primary Department, Academic Program or Discipline: Mechanical

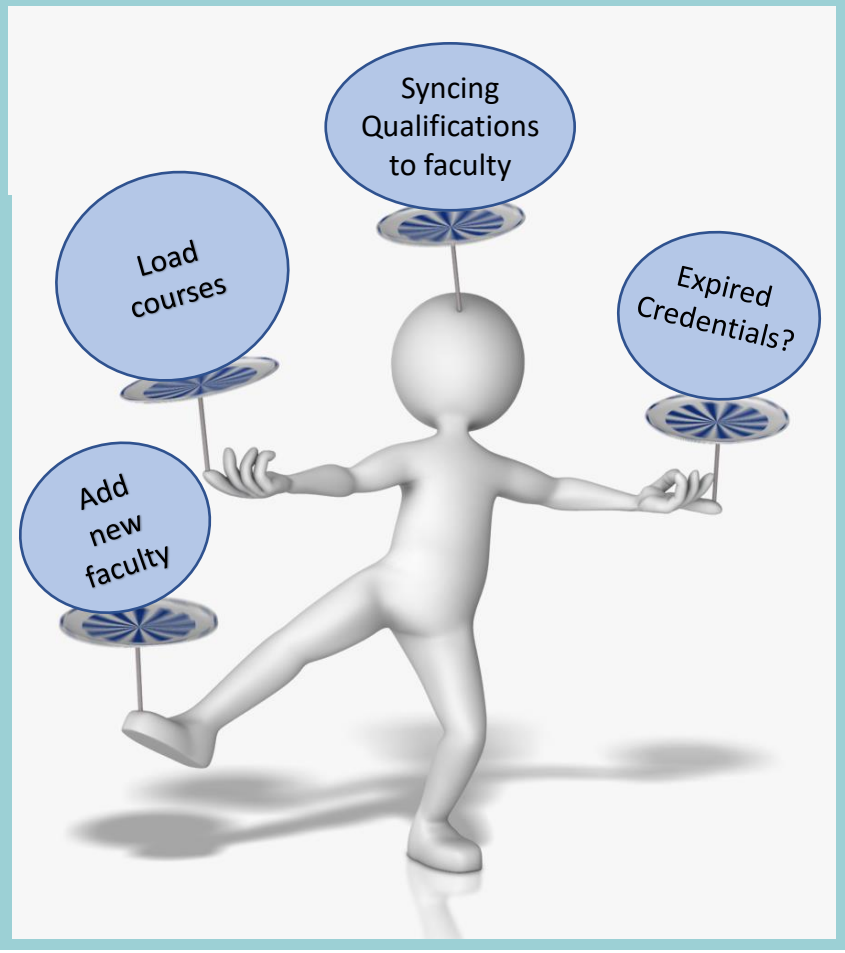
Academic Term(s) Included: FALL 2022, Spring 2022, Spring 2021, Fall 2020, Summer 2020, Spring 2020, Fall 2019, Spring 2019

NAME	COURSES TAUGHT	ACADEMIC DEGREES & COURSEWORK	OTHER QUALIFICATIONS & COMMENTS
Adams, Michael (T)	**Spring 2019** EME-101 Introduction to Electro-Mechanical Engineering, 3 to 5 (T) EME-201 Intermediate Electro-Mechanical Engineering (T) EME-301 Advanced Electro-Mechanical Engineering **Fall 2019** EME-101 Introduction to Electro-Mechanical Engineering, 3 to 5 (T) TEST Course for GPTC (M2) **Spring 2020** EME-101 Introduction to Electro-Mechanical Engineering, 3 to 5 (T) **Spring 2021** EME-101 Introduction to Electro-Mechanical Engineering, 3 to 5 (T) **FALL 2022** CDEC.2421 Child Development - Reading Ready, 4 (U) CDEC.2422 TEST, 4 (U)	**Masters** Industrial Engineering (Automated Controls) 1991 Massachusetts Institute of Technology **Bachelors** Engineering Practices (Industrial Engineering) 1985 Birmingham College of Technology Included the following coursework: Armature Assembly and Testing (3) Coil Wire Winding and Assembly (3) Industrial Welding Techniques (3) Practical Application of Mechanical Servo Mechanisms (3) Radial Arm - Practicle Applications (3) Solid State Amplification - Design and Construction (3) Total: 18 hours **Doctorate** Electromechanical Engineering (Servo-Mechanisms) 1995 Clemson University	**Research** More info here 2016 MIT **Experience** Industrial Experience in EME 1988-1991 IBM Labs Worked in Design, Development, Manufacturing and Product Support departments. Primary focus was on production control monitoring systems ***Comment*** This person is ably qualified

- Auto-generate the 4-Column Faculty Roster Report
- Track faculty teaching qualifications & other credentials
- Convenient for Reviewers

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Faculty & Staff Credentialing: Roles of the Xitracs Administrator



- Update faculty and staff credentials & qualifications
- Ensure document collection meets deadlines
- Use Gap reports to identify missing documents

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Xitracs FARS: Faculty Activity Reporting System



FACULTY AND STAFF BENEFITS

- ✓ Easily update your professional development activities on the About Me tab in the mobile-friendly Xitracs™ User Portal. The User Portal is a much simpler interface that allows faculty and staff to view and input information, such as a CV.
- ✓ Produce a current CV/resume with the click of a button in the Xitracs™ User Portal—eliminates the need to search multiple sources to update the latest version of your CV.
- ✓ Quickly and efficiently produce a professional development profile for use with grant work, service, teaching, research, presentations, publications, and other career activities.

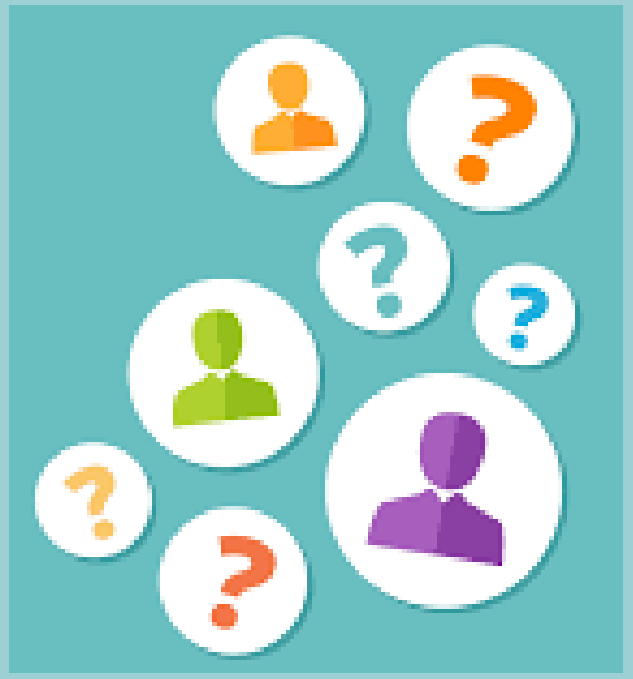
ADMINISTRATOR BENEFITS

- ✓ Excel-exportable reports offer an institution-wide summary of professional development activities.
- ✓ Filter FARS information to suit your reporting needs—by campus location, role, department(s), date range, and/or time invested.
- ✓ Customize Xitracs™ fields to collect professional development information for multiple purposes, including accreditation agency reporting, internal reporting and much more!

- Faculty & Staff generate their own CV/resume
- Flexible template design
- Provides Admins w/institution-wide database on professional activities
- Use for tenure & promotion

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Questions? Comments?



For more information or to schedule a tailored demo, contact:

Cheryl Frangipane at cfrangipane@concord-usa.com

- Competitive pricing including significant multi-Module discounts
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- Customer experience plays a KEY role in Xitracs software development!

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