LIBERTY UNIVERSITY

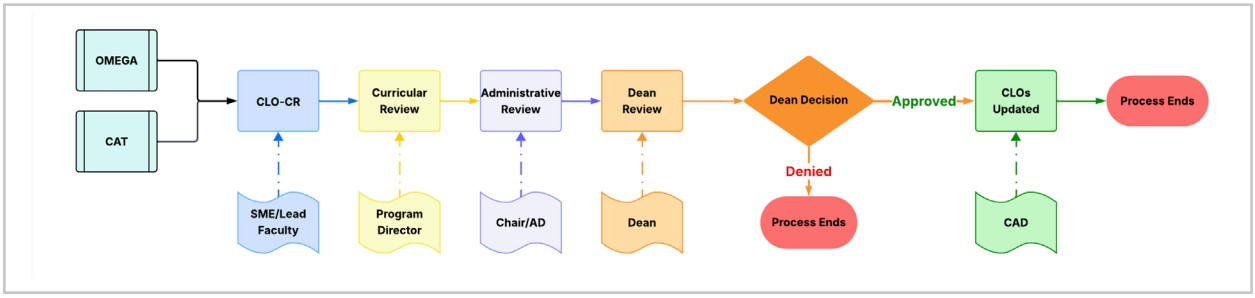
Outcomes Management for Evaluation, Governance, & Alignment (OMEGA) Administrative Review

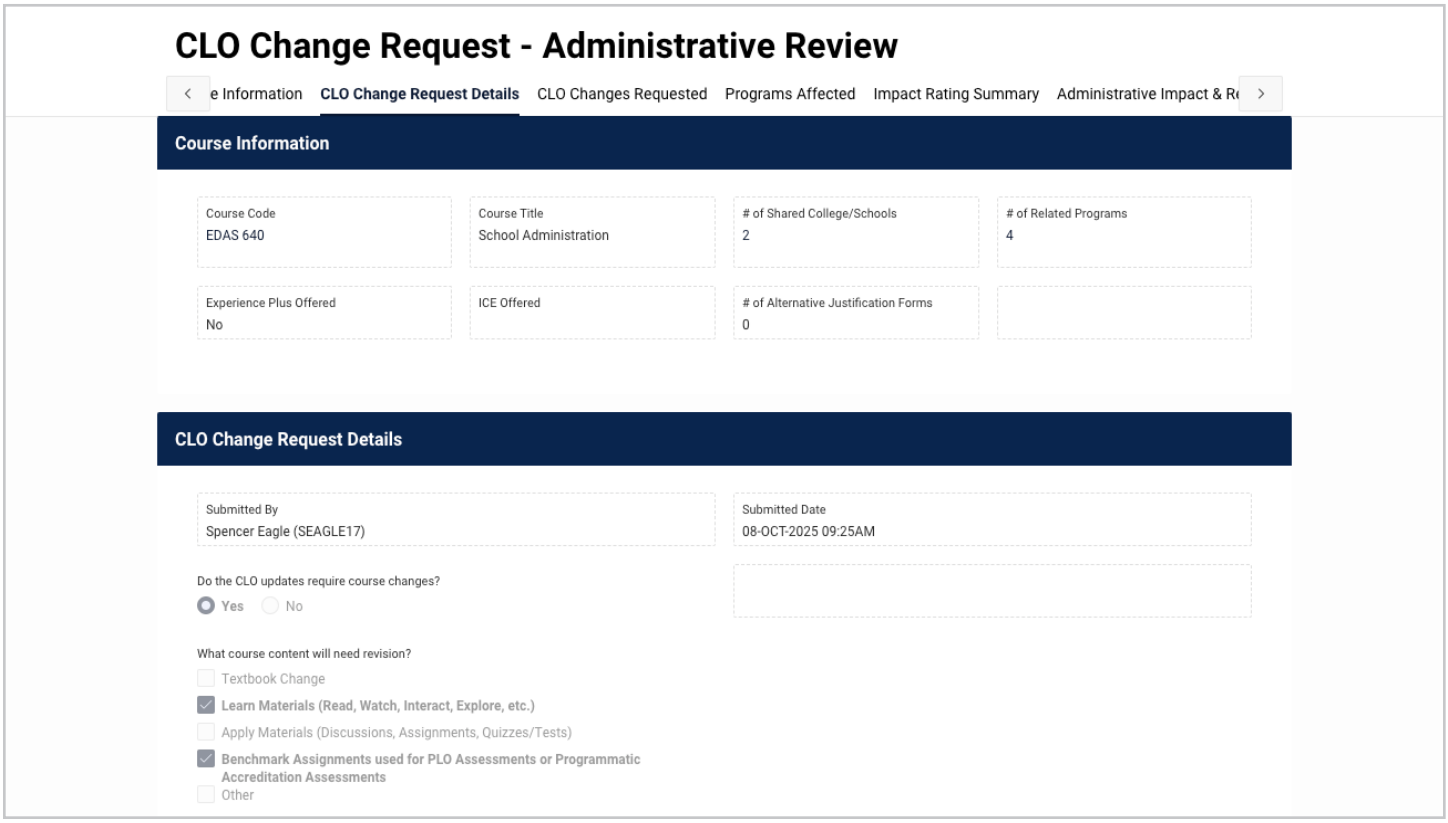
Overview

The **Administrative Review** allows Chairs and Associate Deans to evaluate the CLO-CR from an operational perspective. This step ensures that proposed changes align with the college or school's available resources.

Chairs and Associate Deans are responsible for identifying and managing any downstream impacts, such as Faculty Alternative Justifications, E-Plus questions, and ICE Exams, and for ensuring that updates are accurately reflected in the Term Effective Master (TEM).

During this review step, Chairs and Associate Deans can also view the Course Information section and responses from the SME/Lead Faculty and Program Directors.





CLO Changes Requested

Add | Change | Remove

Change Type	CLO ID	Old Text	New Text	SME Impact Rating
Change	22220	Develop an instructional program conducive to student learning and staff professional growth.	Develop an instructional program conducive to student learning and staff professional growth.11111	5
Remove	22222	Collaborate with faculty and community members to address community needs.		1
Change	22224	Respond to the political, social, economic, legal, and cultural context.	Respond to the political, social, economic, legal, and cultural context.22222	2

Programs Affected

Go | Actions

Completed Review | No Response

Program Code	Program Title	Review Status	Reviewed By	Reviewed Date	Avg Program Impact Rating	Max Program Impact Rating	PLOs No Longer Aligned	Program Well Supported After CLO-CR
EDSA-CTG-D	School Administration & Supervision (Licensure)	No Response - Skipped	Roger Duck (RDDUCK)	08-OCT-2025 09:31AM			0	Y
MEAS-MED-D	Administration & Supervision	No Response - Skipped	Roger Duck (RDDUCK)	08-OCT-2025 09:31AM			0	Y
MEMS-MED-D	Math Specialist Endorsement	No Response - Skipped	Vivian Jay (VOJAY2)	08-OCT-2025 09:31AM			0	Y
MERS-MED-D	Reading Specialist Endorsement	No Response - Skipped	Jessica Eagle (JEAGLE4)	08-OCT-2025 09:31AM			0	Y

1 - 4

Impact Rating Summary

SME Impact Rating Avg	SME Impact Rating Max	Program Director Impact Rating Avg	Program Director Impact Rating Max	Programs w/ 1 or More Not Aligned Response
3	5			0

Key Impact Indicators

# of Shared College/Schools	# of Related Programs	# of Alternative Justification Forms	Experience Plus Offered	Course Content Changes
2	4	0	No	• Learn Materials (Read, Watch, Interact, Explore, etc.) • Benchmark Assignments used for PLO Assessments or Programmatic Accreditation Assessments

Administrative Impact & Recommendation

Administrative Operational Impact Rating *

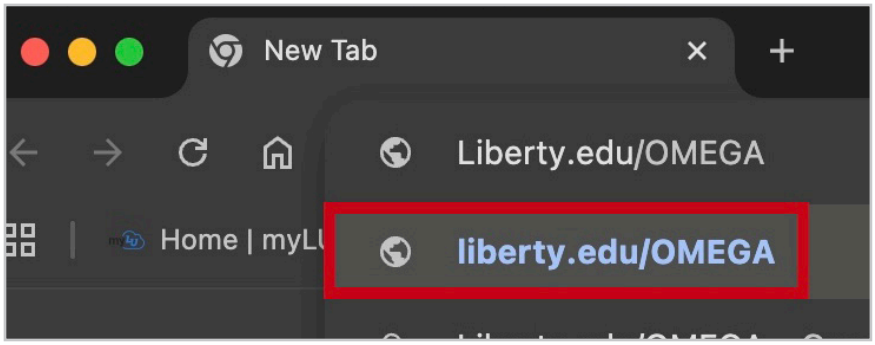
1 2 3 4 5

Justification for Rating Differences Between SME, Curriculum, and Operational Ratings

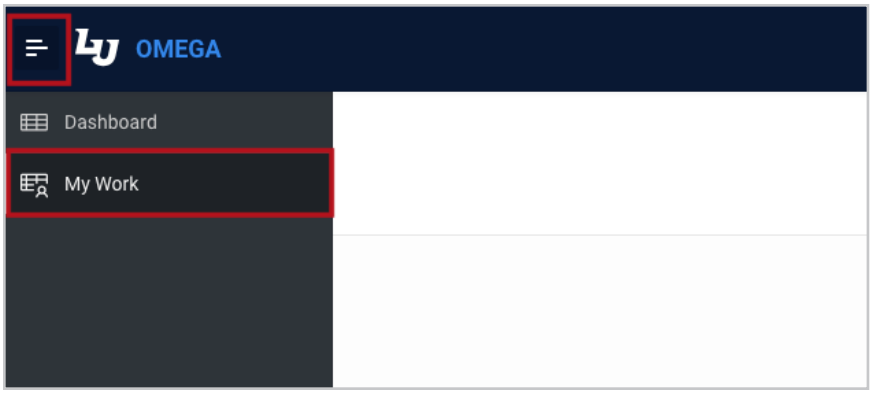
Administrative Recommendations for Changes

How to Access the CLO-CR Form in OMEGA

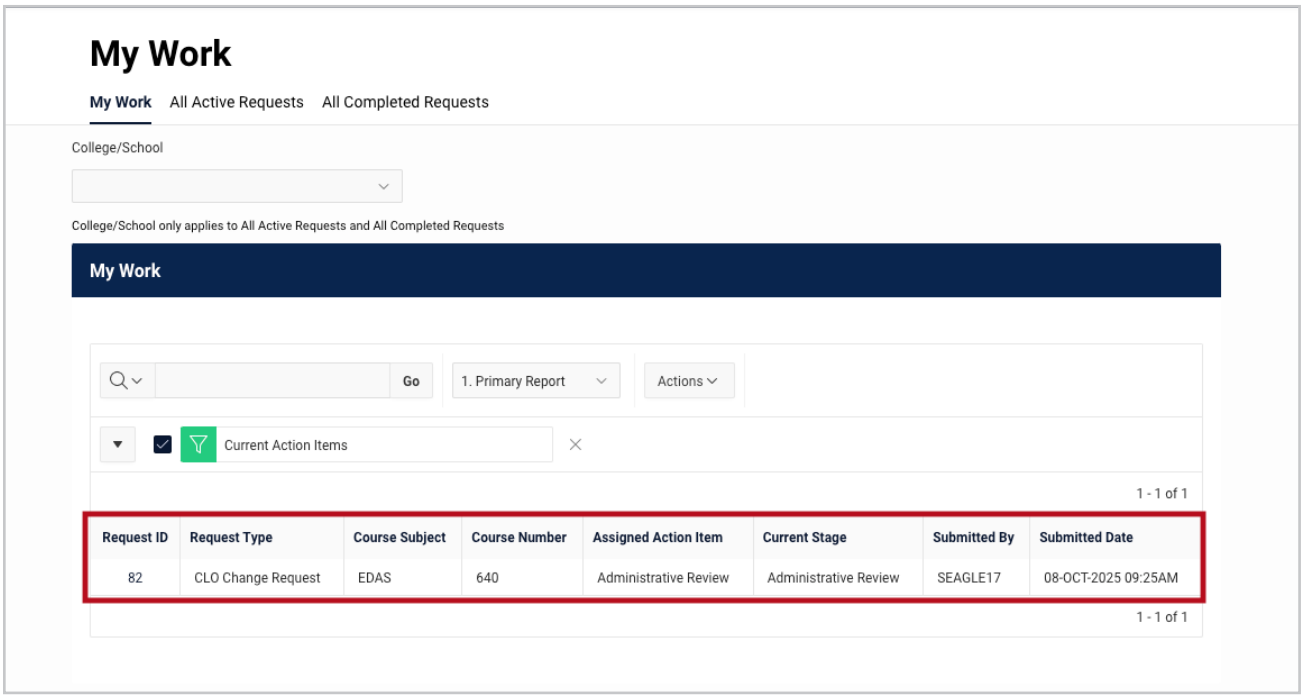
1. To access and review an assigned change request, navigate to the OMEGA form at www.Liberty.edu/OMEGA and log in using your Liberty University credentials.



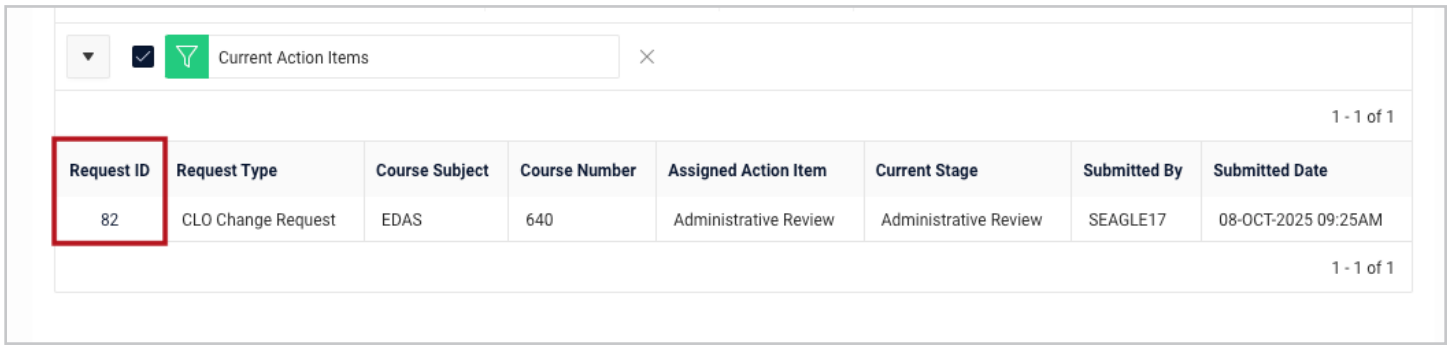
2. Click the **side navigation icon** to open the navigation menu, then select **My Work**.



3. From the My Work page, you will see all current action items assigned to you.

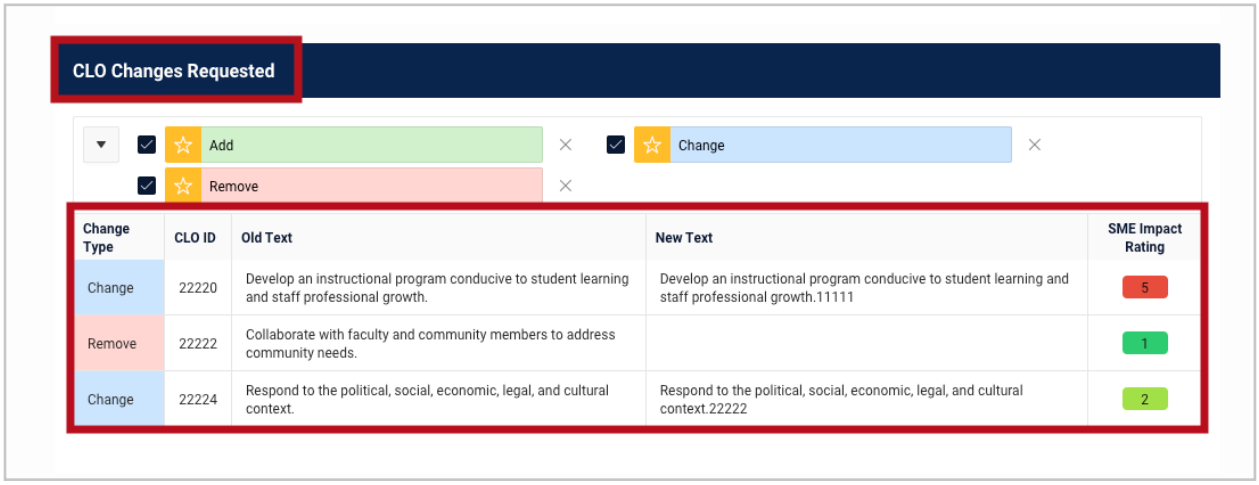


4. Click **Request ID** to open the request and review all information.

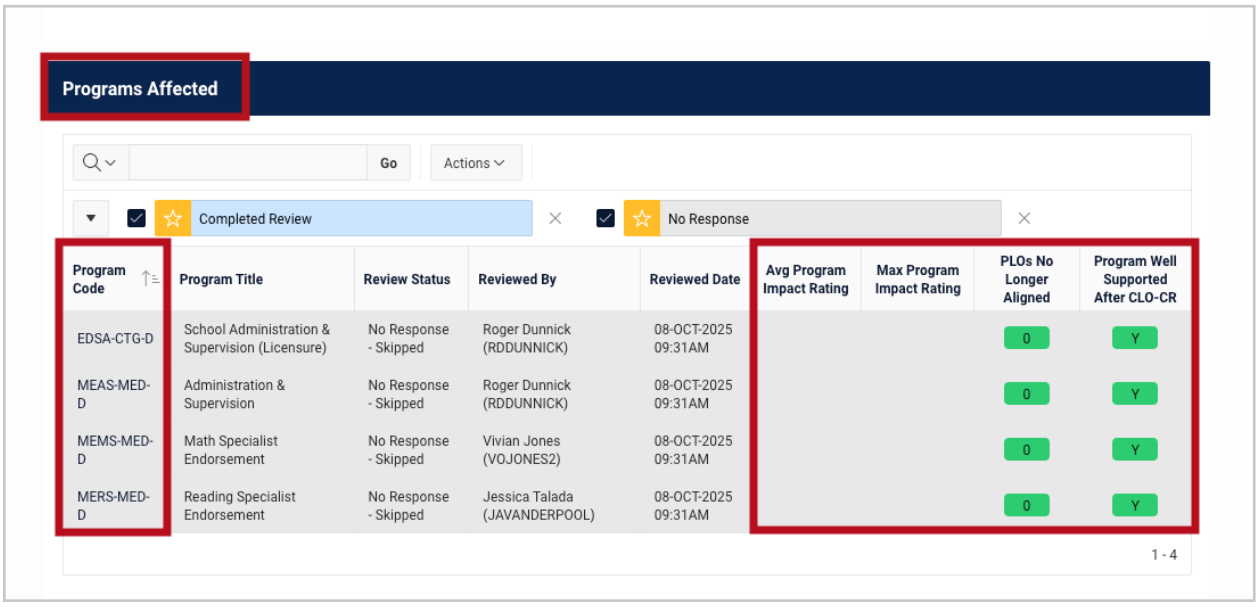


How to Complete the CLO-CR in OMEGA - Administrative Review

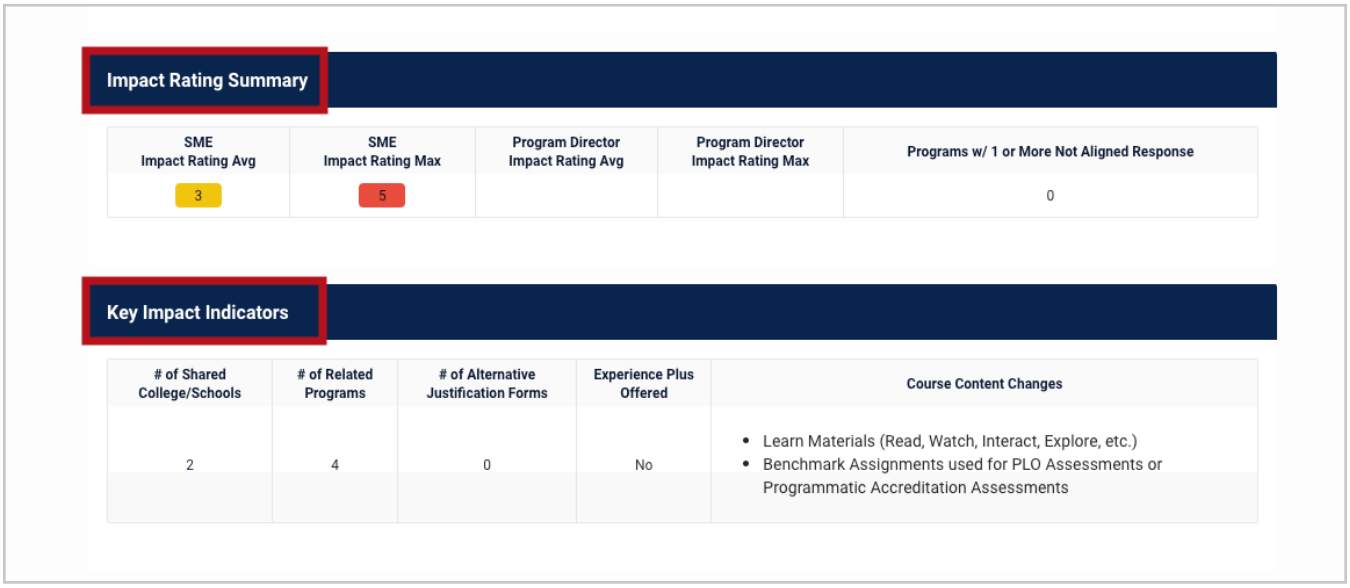
1. Review the requested CLO changes under the **CLO Changes Requested** section.



2. Under **Programs Affected**, review the impact of the changes on all of the impacted programs. To view the details of the Program Director's review, click the corresponding **Program Code**.



3. Review the **Impact Rating Summary** and **Key Impact Indicators** for a quick view of the change's impact and to rate it using the Administrative Impact Rating Scale.



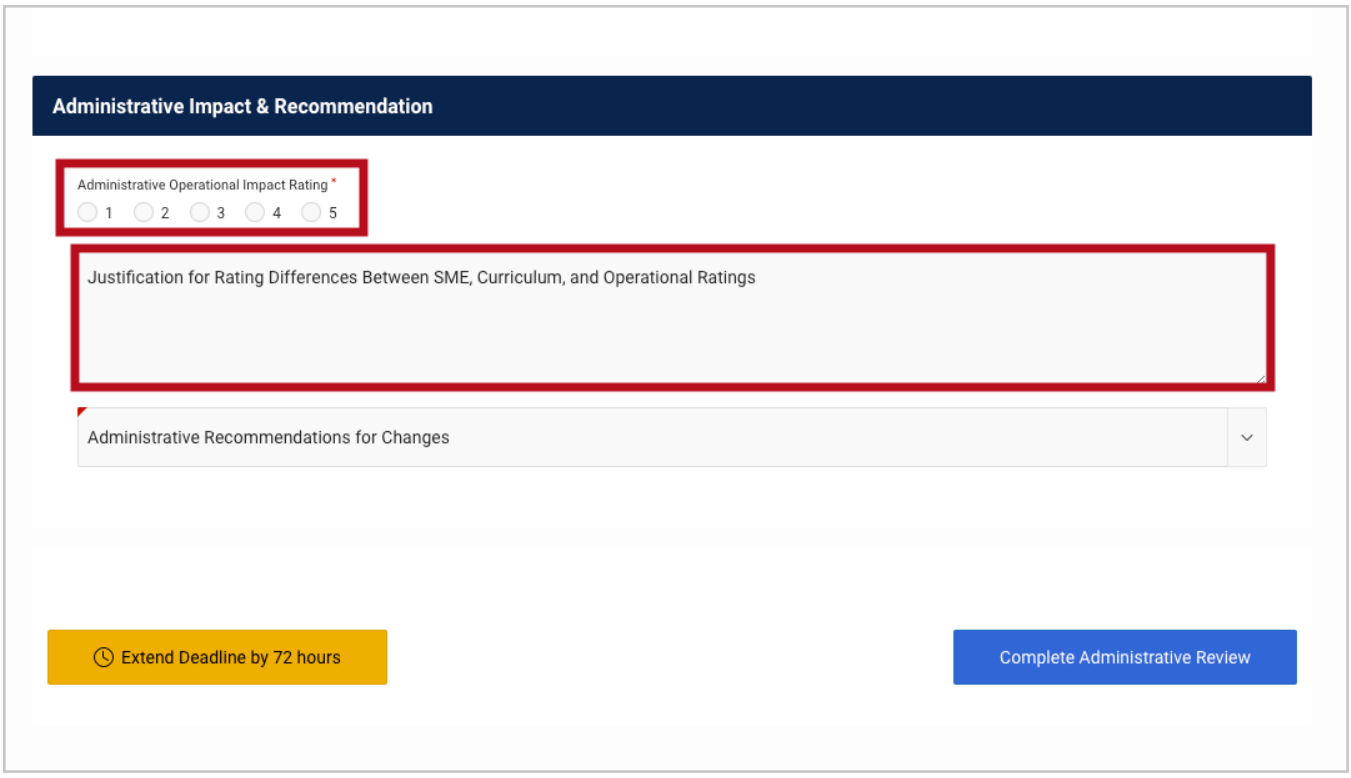
Impact Rating Summary

SME Impact Rating Avg	SME Impact Rating Max	Program Director Impact Rating Avg	Program Director Impact Rating Max	Programs w/ 1 or More Not Aligned Response
3	5			0

Key Impact Indicators

# of Shared College/Schools	# of Related Programs	# of Alternative Justification Forms	Experience Plus Offered	Course Content Changes
2	4	0	No	• Learn Materials (Read, Watch, Interact, Explore, etc.) • Benchmark Assignments used for PLO Assessments or Programmatic Accreditation Assessments

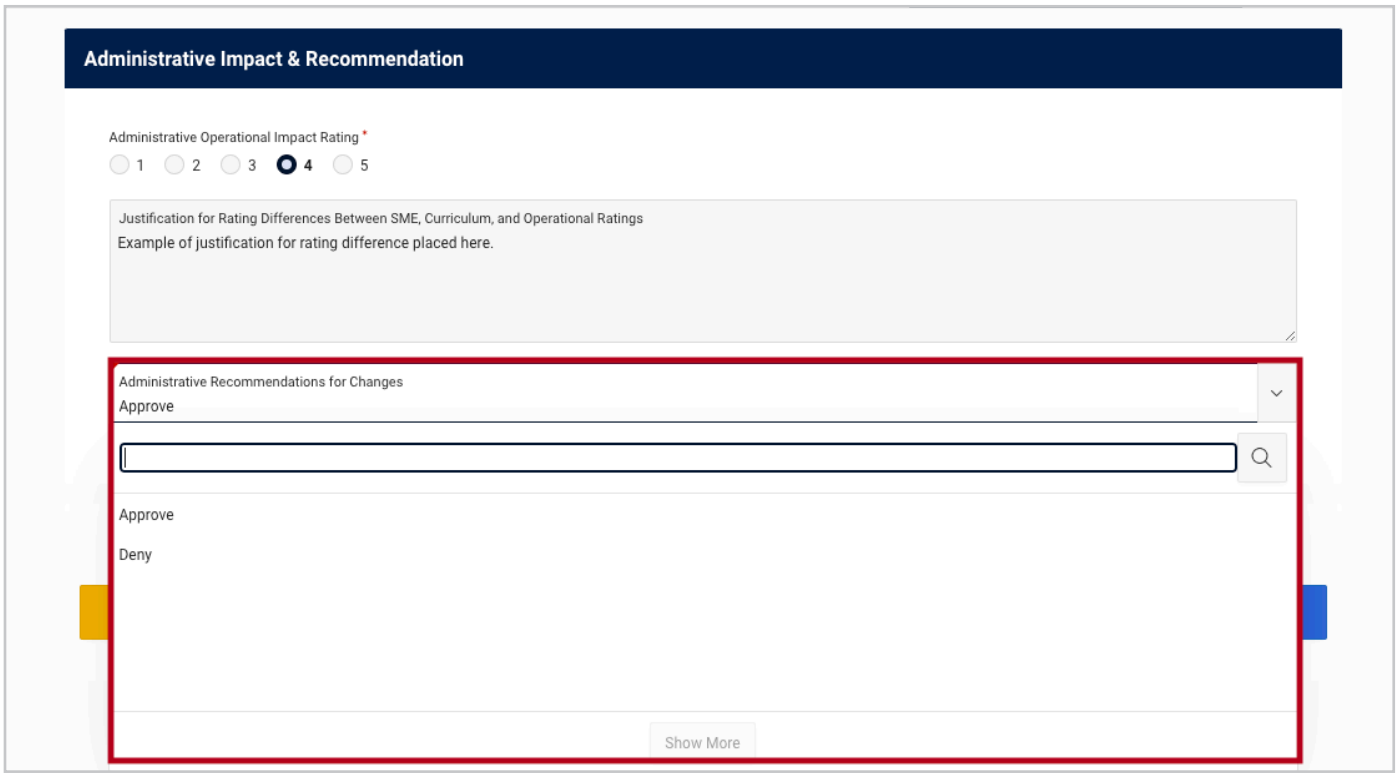
4. In the **Administrative Impact & Recommendation** section, rate the requested change using the Administrative Impact Rating Scale (1–5)—with 1 as minimal impact and 5 as major impact—and include a justification if needed.
   See the **Administrative Impact Rating Scale** after the screenshot.



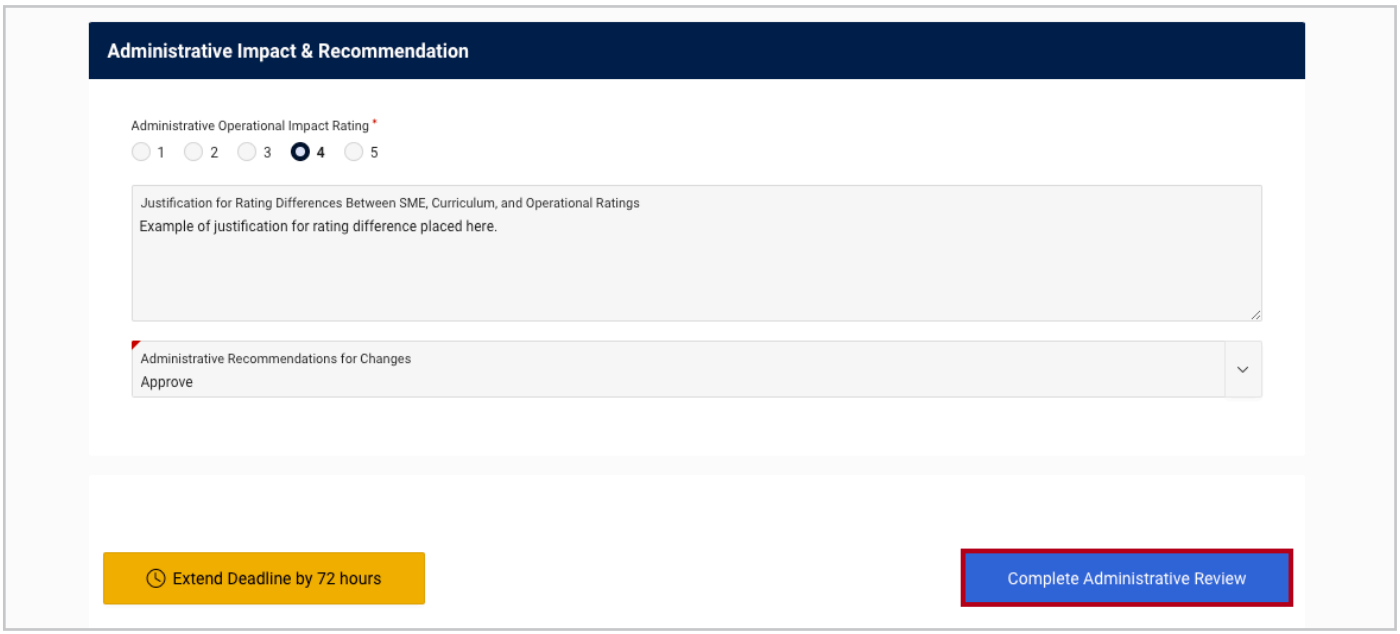
Note: If the Administrative Impact Rating differs from the Curricular Impact Ratings provided by the SME/Lead Faculty or Program Director, include a brief justification. This explanation will help the Dean make an informed decision during the Dean Review.

Administrative Impact Rating Scale		
Administrative Impact Rating	**Category**	**Description**
1	Minimal Impact	The requested CLO change has little to no financial or operational impact. The course is used by a single College/School, appears in few programs, has few or no Alternative Justification Forms, and is not widely available through EPlus, ICE, CLEP, or Ministry Partnerships. There are no required course changes, or the necessary updates are minimal and manageable within normal course maintenance cycles. The implementation date allows for standard curriculum adjustments.
2	Slight Impact	The requested CLO change results in minor operational adjustments but does not require substantial resource reallocation. The course is used by a limited number of Colleges/Schools, appears in a moderate number of programs, and has some Alternative Justification Forms. The course may be available through a few EPlus options but does not require extensive faculty or administrative coordination. Course changes may be required but are minimal, and the implementation date allows for standard adjustments.
3	Moderate Impact	The requested CLO change requires some additional administrative resources due to the number of impacted programs and Colleges/Schools. The course is used by multiple Colleges/Schools, appears in a larger number of programs, and has several Alternative Justification Forms. The course is also available through multiple EPlus options, increasing its institutional reach. Re-quired course changes may involve moderate re-visions, and the implementation date may require additional coordination to ensure timely updates across all affected areas.
4	Significant Impact	The requested CLO change has notable financial, staffing, or operational implications, requiring additional oversight to manage implementation. The course is used by many Colleges/Schools, appears in a large number of programs, has numerous Alternative Justification Forms, and is widely available through various EPlus options. Required course changes will involve extensive modifications, and the desired implementation date may be challenging to meet, requiring an accelerated update process. The impact on faculty training, accreditation, and course comparability policies must also be considered.
5	Major Impact	The requested CLO change has high institutional cost and operational challenges, requiring significant administrative intervention. The course is used by a high number of Colleges/Schools, appears in many programs, has extensive Alternative Justification Forms, and is offered in numerous EPlus options, making changes difficult to scale without substantial restructuring. Required course changes involve a major redesign, affecting faculty workload, technology integrations, accreditation compliance, and cross-institutional alignment. The implementation date is imminent, creating urgent logistical concerns for timely execution.

5. Select the appropriate recommendation for the Dean Review.



6. Click **Complete Administrative Review** to submit the form.



Need Assistance?

For assistance with the Outcomes Management for Evaluation, Governance, & Alignment (OMEGA) form, contact your school's Academic Operations Liaison.

If you're unsure who that is, email AcademicOperations@Liberty.edu for guidance.