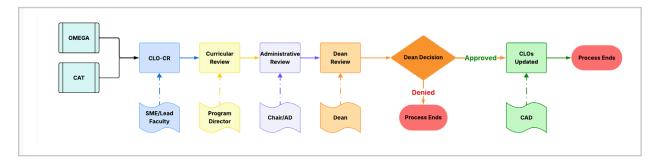


## Outcomes Management for Evaluation, Governance, & Alignment (OMEGA) Dean Review

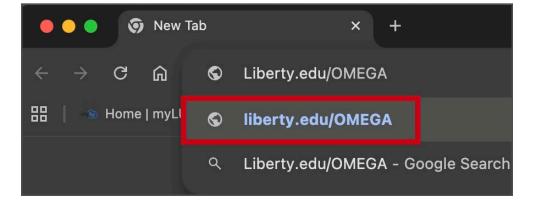
#### Overview

The **Dean Review** is the final step in the CLO-CR process. Deans assess proposed changes from curricular and operational perspectives to ensure alignment with the College or School's immediate needs, available resources, and long-term goals. During this step, Deans can review the Course Information section and responses from the SME/Lead Faculty, Program Director, Chair, and Associate Dean to inform their decision.



#### How to Access the CLO-CR Form in OMEGA

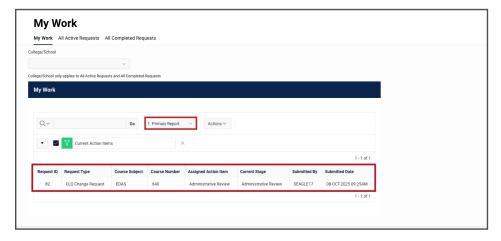
To access and review an assigned change request, navigate to the OMEGA Form at <u>www.Liberty.edu/OMEGA</u> and log in using your Liberty University credentials.



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

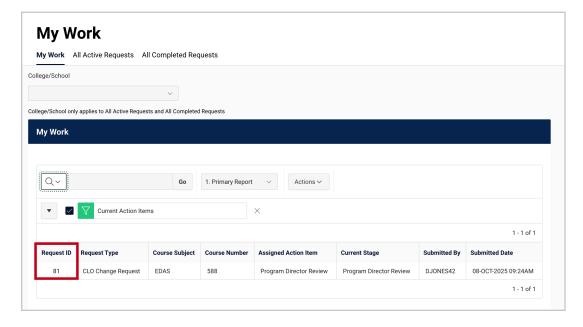


Within the My Work Dashboard, review all current action items assigned to you. Use the drop-down arrow
to view all action items. Changing the section assigns a Dean Review action item for each active request
tied to their school.



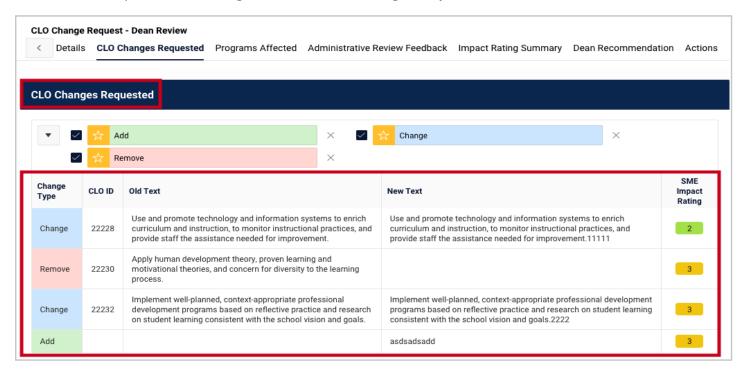
Note: The My Work dashboard displays one action item at a time. Additional items may be required based on your role. To view all items, go to the All Active Requests tab.

4. Click the corresponding Request ID number to open the request and view all associated action items.

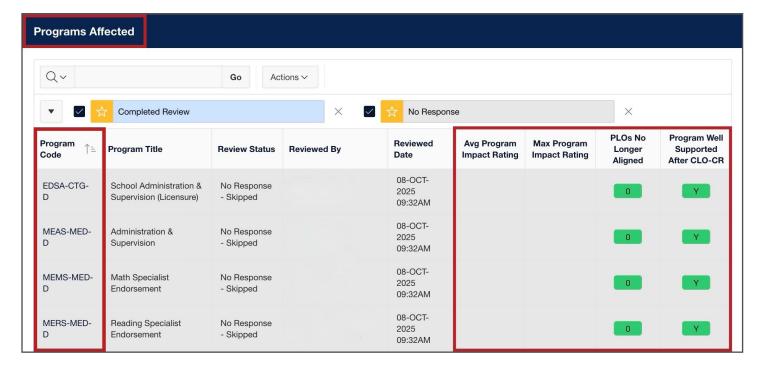


### How to Complete the CLO-CR in OMEGA - Dean Review

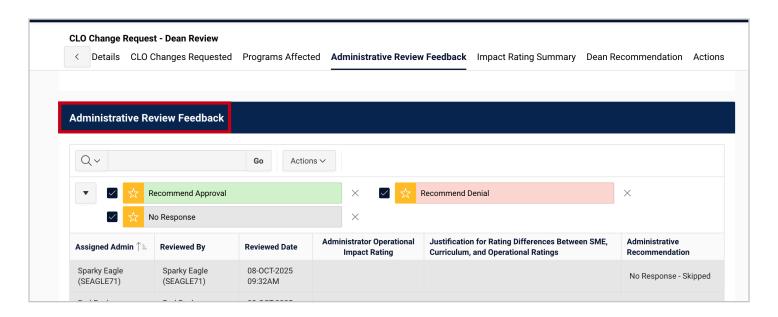
1. Review the requested CLO changes under the **CLO Changes Requested** section.



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



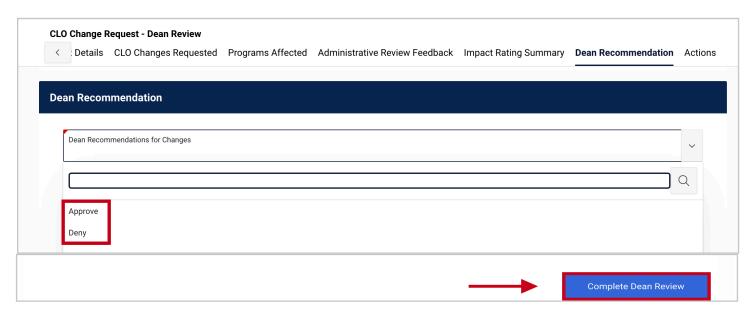
3. Review the Administrative Review Feedback section.



4. Review the **Impact Rating Summary** and **Key Impact Indicators** sections. These provide Deans with a clear overview of the potential impact of the proposed change to support informed and efficient decision-making.



5. In the **Dean Recommendation** section, use the dropdown menu to select either **Approve** or **Deny**. Select **Complete Dean Review** to submit the decision.



Note: If you choose to deny the request, it is strongly recommended that you provide a brief explanation. This justification will be visible to the SME/Lead Faculty, Program Director, Chair, and Associate Dean. It helps them understand the rationale behind your decision and how to proceed.

# **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 your Academic Operations Liaison is, please email <u>AcademicOperations@Liberty.edu</u> for guidance.