Template for Program Assessment Plan

Name of the program:

Year (e.g., 09-10) Assessment plan:

Date:

Faculty Participant:

1. Select Learning Outcomes: Articulate which program learning outcome(s) will be assessed during the period of the plan.

2. Identify measures: (For each of the learning outcomes you choose to assess, we suggest you use at least one direct and one indirect measuring instrument.)

   Direct measuring instruments include but not limited to: Course-embedded assessment, portfolios, internships, capstone course, thesis, research project, standardized tests, etc.

   Indirect measuring instruments include but not limited to: Student survey, interview, alumni survey, employer survey, focus group, students’ reflection, etc.

   If you have any rubrics, survey, check lists, or criteria for evaluation of student work, please attach them.

3. Identify benchmark for “success”:

   Consider the acceptable performance level, that is what percentage of correct answers will be acceptable, how many errors will be permitted, when using home developed measures such as examinations grades, rubrics, etc.

   In standardized, or certificate tests, identify number of students or percent exceeding the mean score.

4. Plan Implementation and Timetable:

   Sketch out a timetable identifying when to collect the data, who is going to be responsible, and when to evaluate the students work, and discuss the results, etc.