Checklist for Program-level Assessment

Fall 2012

Spring 2013
Complete program’s assessment plan:

□ Develop student learning outcomes, or review existing outcomes for relevance and accuracy.

□ Articulate the relationship between the program’s core courses and learning outcomes by completing a curriculum map.

□ Agree on what evidence will be used to determine that the learning outcomes are being achieved.

Agree on an evidence review process by:

□ Deciding who will review the student work;

□ Deciding when the review will take place; and

□ Deciding how the student work will be assessed (and what tools, such as a scoring rubric, need to be developed).

□ Submit the program’s assessment plan by May 31, 2013.

Fall 2013 – Summer 2014
□ Implement the program’s assessment plan.

□ Submit an assessment report reflecting the collection and analysis of student work during the 2013-14 academic year by September 1, 2014.

Fall 2014 – Summer 2015
□ Use assessment report findings for improvement.

□ Submit an assessment progress report by September 1, 2015. (This report does not have to reflect having collected student work during the 2014-15 academic year; instead, it should emphasize how the program used 2013-14 findings for improvement.)