2013-2015 Checklist for Program-level Assessment

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;

☐ When the review will take place; and

☐ 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

☐ Review and discuss Summer 2013 feedback on assessment plan.

☐ 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 a use-of-results report by September 1, 2015. Note: 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.

☐ Submit plan for next assessment cycle by September 1, 2015. Note: At the core of this plan is deciding on the evidence collected and related evidence review process. Only if the program’s student learning outcomes have changed does the program need to submit an updated list of learning outcomes and a new curriculum map.