**Program Assessment Form**

**Learning Goals and Outcomes**

**Due November 1**

**Name of Program:**

**Name of Department Head / Program Coordinator:**

**Date of Assessment (inclusive semesters):**

**Date Form Completed:**

Learning Outcome(s)

Identify the learning outcome(s) that you are measuring. (In Appendix A, include a list of all Program Learning Goals and Outcomes.)

Assessment Plan

Name and brief description of the artifacts assessed and the instruments/rubrics used for the assessment. (In Appendix B, include an overview of the Assessment Plan for all Learning Goals and Outcomes. In Appendix C, attach a copy of the assignment; in Appendix D and the instrument/rubric).

Date(s) of administration.

Sample (number of students, % of class, level, demographics).

Data Analysis

Direct Assessment (Include a narrative and a summary table of the data here; include all scores in Appendix E.)

Indirect Assessment(Optional. Include a narrative and a summary table of the data; include all scores in Appendix F.)

Inter-rater Reliability

Use of Assessment Findings to Improve Student Learning

In the appendix, include minutes from department meetings and an outline of the plan for sending substantive changes to college and university curriculum teams.

Plan to Address this Year’s Program Assessment Results for Continuous Improvement

Appendix A – Program Learning Goals and Outcomes

Appendix B – Overview of Program Assessment Plan (Not required at this time. We will work on these Spring 2019.)

Appendix C – Assignment

Appendix D – Instrument/rubric for Assessment

Appendix E – Direct Assessment Scores

Appendix F – Indirect Assessment Scores

Appendix G – Sample Student Work across a Range of Scores

Appendix H – Minutes from Meetings documenting Collaborative Continuous Improvement Efforts