# "University Program Assessment Committee- Assessment Plan Feedback Form Spring 2017"

**University Program Assessment Committee - Form for Review of Beginning of Cycle Assessment Plan**

This form will be used to review only the assessment plans submitted at the beginning of the three year cycle so programs can utilize feedback before too much work has begun. If elements like program learning outcomes or curricular maps have been changed, UPAC members may also comment on those elements.

**General Expectations for Program Assessment Activities**

Based on review of the previously used college level assessment review forms and consideration of good assessment practice. These expectations should serve as a guide to the thoughtful review of a program's assessment process.

Basic Required Expectations:

The Program’s Assessment work at a foundational level is marked by:

1. Clearly Worded Statements of Student Learning Outcomes Appropriate to the Level of the Program.

2. Identification of How the Student Learning Outcomes are Aligned to the Program’s Curriculum through the Use of Curriculum Maps/Matrices

3. Clearly Identified Assessment Measures Aligned to Student Learning Outcomes which must include Direct Measures and Guided by Performance Targets/Benchmarks

4. A Well-Articulated and Utilized Process for Analysis and Review of Assessment Results by Faculty

5. Clearly Indicated Improvements to or Maintenance of the Curriculum that are Directly Tied to Assessment Results

Distinguishing Hallmarks of Advanced Assessment:

The Program’s Assessment work exceeds the foundation level by demonstrating:

6. Significant Resources (e.g. Faculty involvement, Class Time, Department Meetings) are Clearly Devoted to Assessment Process.

7. Substantial Roles for and Participation of All Program Faculty in the Assessment Process.

8. An Evaluation of the Assessment Process itself is Conducted to Identify and Correct any Obstacles to Assessment.

9. Clear Connections between each cycle of assessment with evidence that past assessment efforts guide future efforts.

10. Communication of learning outcomes, assessment process, and improvement actions to students.

11. Curriculum Maps provide for a clear distinction of levels of student exposure/mastery (e.g. Introduced, Developed, Mastered) for each learning outcome across the courses/experiences listed in the map.

**Review of Standing Requirements (Program Learning Outcomes, Curriculum Map)**

Section for reviewing the program learning outcomes and curriculum map especially if any changes have been made for the new cycle.

**\* Program Student Learning Outcomes**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **1 - Yes** | **2 - No** | **3 - Partially** | **4 - Unclear** | **N/A** |
| Program Learning Outcomes are Clearly Worded |       |       |       |       |       |
| Program Learning Outcomes are Aligned to Curriculum  |       |       |       |       |       |

**\* Comments on Program Learning Outcomes and/or Curriculum Map**

Please Provide the Program with any feedback about their learning outcomes and/or curriculum map. Comments that indicate strengths as well as needs for improvement are valuable to each program.

(Text box begins here)

**Review of Assessment Plan Section**

Review of the Assessment Plan section including the programs description of its measures, timelines, involvement of faculty, and benchmarks.

**\* Assessment Plan Review**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **1 - Yes** | **2 - No** | **3 - Partially** | **4 - Unclear** | **N/A** |
| Assessment Measures in Plan are Aligned to Student Outcomes |       |       |       |       |       |
| Assessment Plan includes Clearly Described Measures |       |       |       |       |       |
| Assessment Plan indicates Use of Direct Measures of Student Learning |       |       |       |       |       |
| Assessment Plan is Guided by Clear Benchmarks or Performance Targets.  |       |       |       |       |       |

**Comments on Assessment Plan Elements**

Share any comments on the elements of the assessment plan as reviewed. Consider any specific comments that identify strengths of the plan, areas for improvement, or elements that are unclear.

(Text Box Begins Here)

**\* Summary Comment on the Assessment Plan**

Based on the totality of the information that has been reviewed. Indicate one of the four levels and provide additional comments.



If you select "Other" above, please complete the following: 

**\* Final Summary Comments**

Summary comments provided as support for overall rating.

*(Text Box Begins Here)*