

Program Title: _____

Mission:

Program Outcome (e.g. core competency, graduate outcomes, etc)	Where/How Outcome is Addressed	Methods of Assessing Outcome	Expected Performance of Students	Actual Performance	Improvements/changes identified
EXAMPLE:					
1. Students will apply business theories to real-world situations and solve realistic business problems (Problem Solving/ Critical Thinking)	<ul style="list-style-type: none"> • [list courses and instructional strategies] • Internship • Capstone Course required for all students 	Use of business simulations and case studies in Management and Finance courses Written employer feedback and evaluation of performance in internship Performance in integrative capstone course	Students should achieve at least a “Satisfactory” on rubrics used to evaluate simulations and case studies Students should receive satisfactory evaluations during internship Students should achieve at least a “Meets Standards” rating on the capstone project		

Assessment Plan Outline

I. Departmental Goals: Describe what the department intends to accomplish, how the department's goals relate to the College's and campus' mission, and purposes for assessment.

II. Program Outcomes: List the outcomes to be assessed, including student learning outcomes (workforce core competencies), ensuring alignment with general education outcomes. If desired, include outcomes such as student/employer satisfaction, completion/placement, and other program outcomes.

III. Assessment Methods: Describe the formative and summative assessment approaches you will use to assess student success on the targeted learning outcomes; attach sample assessment tools as appropriate. Some questions you may want to consider:

- ✓ (How) will a baseline measure of student knowledge and skills will be obtained?
- ✓ How will you determine if students are achieving targeted learning outcomes and competencies during the program?
- ✓ How will you determine if students have achieved desired learning outcomes at the completion of the program?
- ✓ How will you determine if students are ready to go to work in their chosen field?
- ✓ How will you determine students' and employers' satisfaction with the program, and obtain their feedback to use in program improvement?
- ✓ Will you assess all students, or a sample? If a sample will be chosen, on what basis will you identify students and enable them to participate?

IV. Implementation Plan: Describe how you will implement your assessment plan. Please address:

- ✓ The specific activities to be performed
- ✓ Who will carry out each of the activities
- ✓ Timelines and targeted completion points for assessment activities
- ✓ Point of contact for the assessment effort

V. Use of Information: Describe how you will use the assessment data gathered with both internal and external stakeholders. Questions you may want to consider include:

- ✓ How will you share assessment data with faculty and program staff? How do you see assessment informing instruction and student services in this program?
- ✓ How will you intervene to assist students who seem to be struggling with the course materials or who are performing poorly on interim formative assessments?
- ✓ How will you share assessment data with external stakeholders, such as Program Advisory Committees?

VI. Assessment Plan Evaluation: Describe how you will evaluate the effectiveness of the assessment effort itself, and who you will involve in this process