

Assessment Plan Guidelines

Educational Programs

A comprehensive assessment plan should include a Program Purpose statement specific to the educational program, not the department, college or division.

Plan Components

Student Learning Outcomes

Describe knowledge, skills, or perceptions/attitudes students will demonstrate by the end of their educational or learning experience

- ✓ Utilize action verbs to clearly articulate the behaviors of students and result in observable behavior that can be measured (e.g., demonstrate, describe, synthesize, implement)
- ✓ Avoid verbs that describe behaviors not easily measured (e.g., exposed to, familiar with, understand)
- ✓ Identify 6-8 student learning outcomes for Undergraduate/Graduate Programs
Identify 2-4 student learning outcomes for Certificate/Stand Alone Minors

Means of Assessment

Define a direct data collection method (i.e., portfolio, examination, course-embedded assignments) for each student learning outcome and use indirect methods (i.e., student or alumni surveys) as a second way to gather data

- ✓ Describe the Means of Assessment with enough detail to show how it measures the learning in the Outcome
- ✓ Utilize multiple means of assessment when appropriate to enhance analysis through additional data collection
- ✓ Avoid using final course grades
- ✓ Attach relevant documents (i.e., rubrics, blank survey forms)

Criterion for Success

Describe the level of desired achievement for each Means of Assessment

- ✓ Express as percentages rather than averages

Additional Requirements for Undergraduate and Graduate Programs:

Programs complete a comprehensive curriculum map
Programs have a second Means of Assessment for at least one outcome
Programs establish a five-year assessment cycle

Examples

Bachelors

Outcome Name	Outcome	Means of Assessment	Criterion for Success
Cultural Beliefs and Values (Criminal Justice)	BSCJ students will demonstrate fundamental knowledge of cultural beliefs, values, and sensibilities.	Students enrolled in JUST 3700 will complete an internally-developed standardized test of ten multiple-choice questions designed to assess their fundamental knowledge of cultural beliefs and values. All ten questions were developed by instructors who had (1) specialized knowledge of cultural beliefs and values and (2) instructed diversity-related courses within the BSCJ curriculum	70% of students will score 70 or above on the test used to evaluate fundamental knowledge of cultural beliefs and values.
Communication (Cons Management)	Communicate technical and financial data effectively in speech and in writing to all stakeholders in the construction process.	Review of student research and writing with an aid of a research and writing rubric in CMGT 4300 Construction Quality and Human Resource Management. Students are required to research and compose a written 10-15 page Team report on the site investigation and analysis of the risks management of a current building project. The documentation incorporates the Construction Industry Institute Project Definition Rating Index for risk assessment. In addition the Team is required to make a presentation explaining the project and the outcomes of their investigation.	75% of students obtaining a score of 77% or higher indicates successful completion.

Masters

Outcome Name	Outcome	Means of Assessment	Criterion for Success
Oral Communication (Biology)	Graduates will competently prepare and deliver oral presentations on their research findings.	Assessment is through thesis committee's evaluation of thesis seminar according to a rubric focused on presentation skills	80% of students score 80% or higher on relevant items on evaluation rubric used by thesis committee members at thesis presentation.
Research Skills (Security Studies)	Students will be able to identify, evaluate, and integrate appropriate research materials and data sources into research projects.	MSSS students have to complete a comprehensive exam, which consists of two research questions, to graduate. Each question will be graded on a 5-point scale by the Program Director and Department Chair using section 5 "research skills" in the attached rubric.	85% of students' scores average a 3.5 or higher on the evaluation of section 5, research skills, on the related Comprehensive Exam Rubric.

PhD

Outcome Name	Outcome	Means of Assessment	Criterion for Success
Ethical Practice	Students will demonstrate knowledge and application of ethical practice in health psychology.	Student's internship/practicum training with ratings of either "Intermediate" or "Competent" provided by supervisors at the practicum site or their internship/practicum supervisors. Different evaluation forms may be used across the 3 concentrations, but 4 items on "Ethical Behavior" are included in all evaluation forms. See the attached file for these items.	Ratings of either "Intermediate" or "Competent" provided by practicum or internship supervisors will be achieved by all students at the start of the summer session of each academic year.
Diversity (MFT)	Evaluate and design models of research, training, and/or practice that recognize multicultural	The HDFS 7502 (taught every other year) Philosophy of Supervision paper, which uses a 100 point rubric, and the HDFS 8403 (taught every other year) Multicultural BPSS- Relational Presentation, which uses a 50 point rubric, will	100% of students must successfully pass 86% of the criteria on both measurements (i.e. at least 86 on the 100 point rubric for the Philosophy of Supervision

	<p>systems embedded within communities of interest.</p>	<p>be used to assess student's ability to evaluate and design models of research, training, and/or practice that recognize multicultural systems embedded within communities of interest.</p> <p>a. HDFS 7502 Advanced Curricular Area 3 and 4 - (a) As measured by: Philosophy of Supervision Paper</p> <p>b. HDFS 8403 Advanced Curricular Area 1D - (a) As measured by: Multicultural BPSS- Relational Presentation (Active)</p>	<p>Paper and at least 43 of the 50 points on the Multicultural BPSS- Relational Presentation) as an indicator of success in diversity awareness.</p>
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