

Quick Guide to Assessing Educational Programs

Assessment involves the systematic collection, review, and use of evidence or information related to the department's outcomes. The assessment plan helps OPA relate information to our accreditor, SACSCOC, about each program's impact on student learning over time.

Student Learning Outcomes
<ul style="list-style-type: none"> • Each department should have 3-5 student learning outcomes <ul style="list-style-type: none"> - These should be active, succinctly written, and related to overall goals of department
Assessment Method
<ul style="list-style-type: none"> • Each learning outcome should have at least two assessment methods <ul style="list-style-type: none"> - One assessment method must be direct in that it includes data collected directly from student performance - Good examples – exam or presentation scores, essays, publications, internship advisor reports, capstone projects • Criterion – include a minimally accepted benchmark expected from the student and from the degree program • Schedule – explain the timeline wherein the assessment occurs • Include documentation such as rubrics, assignment instructions, etc.
Results
<ul style="list-style-type: none"> • Results should provide a summary of actual data <ul style="list-style-type: none"> - Include a statement of how the data stands in relation to the target • Analysis of Result Data – explain how the assessment method's results reveal if the student learning outcome is being met • Include documentation that demonstrates how data was collected and calculated
Annual Reflections
<ul style="list-style-type: none"> • Based on the analysis of results, summarize actions you have taken or plan to take to improve student learning • Include supporting documentation such as meeting notes, strategic plans, updated syllabi or assignments, changes to curriculum or courses • Indicate if your report is complete & ready for review