Template for Program-Level Annual Assessment PLANS
Due November 30th to Outcomes Assessment Committee c/o
(kenneth.wolf@ucdenver.edu)

For information or assistance, contact the school or college’s outcomes assessment representative, or committee members

Name of Program: _____________________________________________________
Program Director: _____________________________________________________
Email Address of Program Director: _____________________________________
Person Completing Assessment Plan:_____________________________________
Email address of Person Completing Plan: __________________________________
Date Submitted: _______________________________________________________

1. Program's educational goals or objectives:

2. Student learning objectives: Describe the desired student learning outcomes in terms of knowledge objectives, skill objectives, and (if applicable) dispositional objectives.

3. Assessment methods or techniques: Put a check mark next to the measurement methods that will be used.
   ____ Capstone courses
   ____ Common multisectional course exams and/or specific questions
   ____ Course-based exams or other assessment measures developed by faculty and/or specific questions
   ____ Non-course-based exams developed by faculty and/or specific questions (e.g., exit exams, comprehensive exams)
   ____ External reviewers
   ____ Focus groups
   ____ Internships -- evaluations by supervisors
   ____ Interviews with individual students
   ____ Knowledge surveys
   ____ National licensing exams
   ____ Oral presentations
   ____ Panel discussions
   ____ Performances (e.g., in fine arts)
   ____ Performance assessments
   ____ Portfolios (paper)
   ____ Portfolios (electronic)
   ____ Poster presentations
   ____ Projects
   ____ Students’ self-assessments
   ____ Standardized exams
   ____ Student advisory councils
   ____ Surveys for seniors, graduates, employers
   ____ Videotapes of student presentations
   ____ Written papers or reports
   Other—explain: ___________________________________________________________________
   Other—explain: ___________________________________________________________________
4. Sampling: Describe the sampling methods to be used – i.e., from whom will the assessment data be collected?

5. Data collection methods: Describe how data will be collected, by whom, and when:

<table>
<thead>
<tr>
<th>Type of Data</th>
<th>To Be Collected By</th>
<th>When</th>
</tr>
</thead>
</table>

6. Assessment scoring methods: Describe how the assessments will be scored (e.g., calculations of total scores on objective tests; determination of categorical scores via the use of a scoring rubric on open-ended tasks, etc.), by whom, and when:

<table>
<thead>
<tr>
<th>Type of Scoring</th>
<th>To Be Scored By</th>
<th>When</th>
</tr>
</thead>
</table>

7. Data interpretation plans: Describe what types of criteria will be used to interpret the data, and how data will be aggregated:
   a) Relative criteria? (pre-post comparisons, analysis of growth or change, comparisons across groups)
   b) Absolute criteria? (comparison of results with an arbitrarily-set cut-off, e.g., 80% accuracy)
   c) How will the data be aggregated across students so that the program-level results are presented clearly?

8. Use of information (the "feedback loop"): Describe how the information will be summarized and reported; to whom it will be reported; and how it will be used to make programmatic recommendations and decisions.

9. Major responsibility for tasks: For steps 5-8, indicate who will take major responsibility for ensuring that the tasks are completed:
   - Data Collection:
   - Assessment Scoring:
   - Data Interpretation:
   - Reporting and “closing the feedback loop”:

10. Assessment evaluation: Indicate how the assessment plan will be periodically reviewed by program faculty and, if necessary, revised.