



### FEEDBACK FORM FOR ACADEMIC ASSESSMENT PLANS AND REPORTS – UNIT NAME

<i>KEY ELEMENTS OF ASSESSMENT PLAN &amp; REPORT</i>	✓	Level of Performance	Comments
<b>MISSION: (Assessment Plan)</b>			
Department mission is identified			
Department mission statement is student-focused			
Department mission identifies the professional profile of its graduates			
Department mission directly connects with the institutional mission			
Department mission is communicated publicly, i.e., catalogue, web			
<b>LEARNING OUTCOMES: (Assessment Plan)</b>	✓	Level of Performance	Comments
Learning outcomes are identified for the department (not for individual class or course)			
Learning outcomes are clear			
Learning outcomes are measurable			
Learning outcomes span multiple learning domains (i.e., cognitive, behavioral, psychomotor)			
Learning outcomes are student-focused			
Learning outcomes clearly link to the department's mission statement			
Learning outcomes are addressed across the curriculum (i.e., each outcome in at least two (2) courses)			
Learning outcomes include higher order learning (e.g., analysis, evaluation, creation, critical thinking)			
<b>ASSESSMENT METHODS: (Assessment Plan)</b>	✓	Level of Performance	Comments
Multiple (3 or more) assessment measures are identified			
Copies of assessment instruments are provided			
Assessment measures are aligned to learning outcomes			
Direct measures of student learning are emphasized			
Indirect measures of student learning are utilized			
Assessment measures allow student performance to be gauged over time			
Assessment design includes a timeline for implementation and administration			
Assessment design indicates who will participate in each assessment			
<b>REPORTING AND USE OF RESULTS: (Assessment Report)</b>	✓	Level of Performance	Comments
Major assessment results are reported			
Assessment results are clear			
Information from the assessment results is shared with multiple constituents			
The assessment results are reviewed and discussed by department faculty			
Assessment results indicate the extent to which priority learning outcome(s) have been achieved			
Assessment results are used to improve student learning (e.g., change/revise learning outcomes, change/revise courses or curriculum)			
Assessment results are used in strategic planning			
Assessment results are used to identify next assessment priority and/or to change the assessment plan			