Instructions: Rate the program assessment report on the following scale:
1 = Developing (undeveloped or missing)
2 = Met (complete, acceptable)
3 = Exceed (exemplary - please reserve for work of exceptionally high quality.)

Student Learning Outcomes

_____ Describe what students should be able to demonstrate, represent or produce.
_____ Stated in clear, specific terms, using precise active verbs.
_____ Focus on result, not process.
_____ Can be reasonably observed and measured.
_____ Aggressive but attainable.
_____ Are available to students on department website.

Methods, Measures and Instruments

_____ Assessment activities are listed and described for each measured outcome.
_____ Measures align with learning outcome.
_____ Most measures are direct measures.
_____ Instruments measure the depth of student learning.

Curriculum Map

_____ Report includes a matrix aligning learning outcomes with the courses, requirements and experiences that address them.
_____ Different indicators show where topics are introduced, reinforced, and assessed.
Evidence Collection and Reporting

_____ Clearly describes process for collecting data and information.
_____ Breaks evidence down in enough detail to reveal specific patterns and discrepancies.
_____ Program faculty share responsibility for evidence collection.

Reflection

_____ Reflection emerges from an inclusive, collaborative process.
_____ Thorough, in-depth, specific, and realistic.
_____ Identifies program strengths and challenges as revealed by evidence.

Action in Response to Findings

_____ Action steps emerge directly from evidence and reflection.
_____ Includes a timeline for implementation and identifies responsible persons.
_____ Addresses any identified shortcomings of the assessment process itself.
_____ Includes follow-up information on previous year’s action steps.

Assessment Plan

_____ Has been updated within the past 5 years.
_____ Includes student learning outcomes, describes specifically when and how student learning outcomes will be assessed, outlines how evidence will be used.
_____ Most recent plan is posted to assessment website.

Reviewers’ Comments: