

CCSJ ASSESSMENT PLAN SUGGESTED TARGET DATES

The fifteen steps are:

1. Develop a schedule for collecting the information - Fall 2010
2. Identify the profile of the program for the most recently completed academic year Fall 2010
3. Review the program's mission statement Fall 2010
4. Identify the institutional foundational, program and external objectives (outcomes) February 2011
 - a: Identify the foundational objectives (outcomes)
 - b: Identify the program objectives (outcomes)
 - c: Identify the external objectives (outcomes)
5. Identify the foundational, program and external measurable outcomes February 2011
6. Identify the courses in which the foundational, program and external outcomes are addressed February 2011
7. Identify measurement tool(s) used to assess these outcomes February 2011
8. Establish the expected outcome (e.g., benchmark) February 2011
9. Determine the results of assessing the foundational, program and external outcomes April 2011
10. Identify two or three programs at other institutions of higher learning against which it is appropriate to benchmark the program being assessed May 2011
11. Write a narrative which synthesizes the above information (steps 1-10) October 2011

12. Develop an action plan based on the results **November 2011**

13. Review the assessment plan by an outside review team **February 2012**

14. Present the findings to the Curriculum and Assessment Committee **February 2012**

15. Implement the findings/recommendations **March 2012**