## 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**
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Date</th>
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<tbody>
<tr>
<td>12</td>
<td>Develop an action plan based on the results</td>
<td>November 2011</td>
</tr>
<tr>
<td>13</td>
<td>Review the assessment plan by an outside review team</td>
<td>February 2012</td>
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<tr>
<td>14</td>
<td>Present the findings to the Curriculum and Assessment Committee</td>
<td>February 2012</td>
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<tr>
<td>15</td>
<td>Implement the findings/recommendations</td>
<td>March 2012</td>
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