Program Level Assessment:
Reporting Requirements

University of Maine
Office of Assessment
Brian Doore
Director of Assessment
Agenda

• Overview of Assessment Template and reporting requirements
• Review of Program Progress
• Programs update and complete first two columns of the assessment plan
Assessment Cycle

1. Set Learning Outcomes
2. Create Learning Opportunities
3. Conduct Assessment
4. Analyze Assessment Results
5. Enact Action Plan for Improvement
6. Evaluate Impacts

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Set Learning Outcomes

• 3 (min) to 7 (suggested) outcomes
• Measureable
• Meaningful (i.e., they reflect the key attributes of your program)
• Practical
1. Set Learning Outcomes
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Create Learning Opportunities

• Must identify specific courses and learning opportunities where outcomes are taught
Conduct Assessment

• Must identify Key Assessments (either course embedded or specially designed) that measure the stated outcomes
• Must identify the timetable for the key assessments, who will score and how these records will be maintained
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Analyze Assessment Results

- Must summarize the results of the key assessments including the process used to administer and score the assessments.
- Must perform “gap analysis” between the intended and measured results.
- Must examine the extent to which the assessment process actually worked for the purpose of measuring the program outcomes.
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Enact Plan for Improvement

• Must answer what specific changes (if any) will you make?
• Must address if things are working well what are the specific things that you want to make sure continue?
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Evaluate Impacts

• What are the broader impacts of your program? Possible sources of evidence:
  – Senior Exit Survey
  – Alumni Surveys
  – Employer Surveys
  – Tracking of Post-graduation Outcomes
Programs report

• At what stage is your program in this process?
• What are the specific things your program needs to do to move to the next step?
Programs fill in assessment plans