

ACADEMIC PROGRAM:		ACADEMIC YEAR:	
COMPLETED BY:		DUE: OCT. 2, 2006	
WORKSHEET FOR PROGRAM ASSESSMENT PLAN			
Program Mission and Goals <i>This section should have a clear statement that demonstrates how your program relates to your school's / college mission statement and Park University's mission and vision.</i>			
Program Competency #1 <i>Identify the knowledge, skills, and character that a graduate in the major should possess. Program competencies identify measurable student behavior. The objective should be written to reflect results, not process.</i>	Plan of Action for Reaching Program Competency #1 <i>Step by step instructions ensure accurate communication. These are NOT limited to but should include who is responsible for oversight, time frames, and expected results that will be used to evaluate the results of the assessment.</i>	Plan for Data Collection and Analysis of Program Competency #1 <i>A) List and explain the Assessment Instrument(s) by which you will collect data to validate the Program Competency is being achieved. B) List expected results that should clarify the statement: "I know I have successfully achieved program competency #1 when ..."</i>	
	A) Assessment Instrument(s)	B) Expected Results	
Program Competency #2	Plan of Action for Reaching Program Competency #2	Plan for Data Collection and Analysis of Program Competency #2	
	A) Assessment Instrument(s)	B) Expected Results	

<p>Program Competency #3</p>	<p>Plan of Action for Reaching Program Competency #3</p>	<p>Plan for Data Collection and Analysis of Program Competency #3</p>
		<p>A) Assessment Instrument(s)</p> <p>B) Expected Results</p>
<p>Program Competency #4</p>	<p>Plan of Action for Reaching Program Competency #4</p>	<p>Plan for Data Collection and Analysis of Program Competency #4</p>
		<p>A) Assessment Instrument(s)</p> <p>B) Expected Results</p>
<p>Program Competency #5</p>	<p>Plan of Action for Reaching Program Competency #5</p>	<p>Plan for Data Collection and Analysis of Program Competency #5</p>
		<p>A) Assessment Instrument(s)</p> <p>B) Expected Results</p>
<p>Program Competency #6</p>	<p>Plan of Action for Reaching Program Competency #6</p>	<p>Plan for Data Collection and Analysis of Program Competency #6</p>
		<p>A) Assessment Instrument(s)</p> <p>B) Expected Results</p>

ASSESSMENT PLAN CHECKLIST: (Content that needs to be addressed in every Program Assessment Plan) (see www.park.edu/assessment for sample Assessment Plans)		SAMPLE DATA MATRIX FOR TRACKING PROGRAM ASSESSMENT	
		ASSESSMENT INSTRUMENTS	PROGRAM COMPETENCY ASSESSED
1	Flows from the institution's mission.	Advisory Boards	1
2	Has a conceptual framework.	Alumni Surveys	1,2
3	Has faculty ownership/responsibility.	Authentic Assessments	3
4	Has institution-wide support.	Capstone Course(s)	1,2,3
5	Uses multiple measures.	Continue Graduate School	1,2,
6	Provides feedback to students, faculty, and the larger institution.	Course Evaluations	5
7	Is cost effective.	Course Matrices	5,6,7
8	Does not restrict or inhibit goals of access, equity, and diversity established by the institution.	Cumulative Grade Point Averages	1,2,3,5,7
9	Leads to improvement.	Journal Entries	3,5
10	Includes a process for evaluating the assessment program.	Portfolios	2,5
The components of this Assessment Plan fit the "Characteristics of a Program to Assess Student Academic Achievement" set forth by the Commission on Institutions of Higher Education (1991).		Action Research Projects	2,4,7
		Standardized Exam	1,2,3,6,7