To implement your program level assessment plan and sustain a focus on achievement of the program student learning outcomes, please review the following essential assessment practices:

- Each program faculty member has an updated copy of the program-level assessment plan and/or the plan is stored electronically for all to access.
- The program has a designated person leading the implementation of the assessment plan. Faculty members are aware of who is leading the assessment initiatives.
- The program has a person who communicates and works directly with faculty teaching the courses that are assessment opportunities during each assessment cycle (e.g., developing scoring guides, benchmarks, and acting as a resource).
- The program has an electronic or hard copy repository for scoring guides or rubrics that are accessible by all faculty members (can be housed in AMS).
- The program has a formalized data collection process so that faculty are able to easily submit course data as appropriate based on the designated assessment cycle.
- The program has a structured, formal, annual time to review the program assessment plan and revise or update as needed.
- The program builds time into regular meetings to review and discuss program-wide scoring guides or rubrics.
- The program has a structured, formal, annual time to engage all faculty to review results from program assessment, share data, plan, and discuss recommendations or improvements.
- The program has moved the plan into the Assessment Management System (AMS) and each program faculty member has a view into the workspace.
- The program has a designated person to complete RIT’s Annual Student Learning Outcomes Assessment Progress Report.
- The program faculty are committed to sustaining a meaningful and manageable assessment plan.

Resources and Support

RIT’s Assessment Office: call (5-2310) or click [http://www.rit.edu/outcomes/]