

Academic Program Assessment Practices Checklist

Assessment Practices	Yes	Sometimes (Not with frequency)	No
Planning			
Elements of the program's core goals are aligned with the mission statement.			
The program's mission is reflected in key goals or learning outcomes.			
Program learning outcomes are adequately rigorous for the degree level.			
Program learning outcomes are measurable.			
Faculty work together to develop benchmarks.			
Faculty work together to develop scoring rubrics to assess student achievement.			
The program has a process for communicating essential elements of the assessment plan to:			
Program faculty			
Adjunct faculty			
Students			
Stakeholders (e.g. advisory board)			
Implementation			
The program has a realistic schedule or timeline to collect data on program goals/learning outcomes.			
The program uses appropriate tools or instruments to collect data.			
The program's assessment processes are transparent including roles and responsibilities.			
The program has an infrastructure and the resources to implement and sustain the assessment plan.			
Collaboration and Review			
The program allocates time to analyze and discuss results, and to reflect on ways to improve student learning and achievement.			
Faculty discuss how students build competencies when revising curriculum and designing the program's assessment plan.			
Program faculty (including adjuncts) review findings.			
High-level results are shared with program faculty and academic leaders.			
Results Guide Program Changes			
Assessment results are used at the course level to inform curriculum, instruction, student support, or planning.			
Assessment results are used at the program level to inform curriculum, resourcing, and guide decisions or planning.			
Program Demonstrates Continuous Improvement			
Once a change has been implemented, the program re-assesses to determine if the change led to an improvement.			
Assessment processes are reviewed to improve effectiveness and or efficiency.			
Faculty who lead and participate in program assessment practices receive recognition for their work.			
Program leadership promotes continuous improvement.			