**Expanded Instructions: Student Learning Outcome Section**

Please follow the chart below to determine the steps necessary to develop a continuous improvement assessment process for this program/minor/emphasis/course.

Contact the Office of Assessment at 870-972-2989 if you require further assistance.

***Note: Best practices suggest 4-7 outcomes per program; minors would have 1 to 4 outcomes.***

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| **Expected Outcomes**  (Row 1) | **Assessment Procedures Criterion**  (Row 2)  *Make sure to have two types (best practice include a direct and indirect measure) of assessment measures per each outcome* | **Which courses are responsible for this outcome?**  (Row 3) | **Assessment**  **Timetable**  (Row 4) | **Who is responsible for assessing and reporting on the results?**  (Row 5) |
| What  Programs?  What do you want students to think, know, or do when they have completed the program?  (Use Bloom’s Taxonomy and action verbs for assistance; best practices suggest 4-7 outcomes per program; minors would have 1 to 4) | How will you measure?  What measurement activity will demonstrate that students accomplished the outcome? Please include the following.  Description: describe your assessment measure (i.e. senior project, Major Field test, capstone course project, comprehensive examination, dissertation, oral presentation, rubrics, survey, etc.)  Data Collection: To whom and when it will be administered?  Data Analysis: By whom & based upon what criterion will the results be judged? |  | When will you assess it?  What semester(s)? How often? | Information sharing and critical decisions?  Which individual faculty members or groups of faculty are responsible for assessing, evaluating, analyzing results, developing actions plans, and closing the loop? |