

GRAMBLING STATE UNIVERSITY
ACADEMIC ASSESSMENT PLAN
Requirements, Template, and Example

Requirements

1. *Submit with New Program Proposal*
 - a. *Programs are encouraged to consult with the Office of Institutional Planning, Assessment and Effectiveness.*
 - b. *Contact information johnsons@gram.edu*
2. *Send copy of Assessment Plan to the Office of Institutional Planning, Assessment and Effectiveness, Grambling 223.*
3. *Update the Program Assessment Plan based upon Program Review or Accreditation Cycles.*

Basic Information

Program Name:

College:

Department:

Program Level (check all that apply)

- ☐ Associate's
- ☐ Bachelor's
- ☐ Undergraduate Certificate
- ☐ Master's
- ☐ Doctoral
- ☐ Graduate Certificate

Date Plan Submitted:

College Dean & email:

College Curriculum Committee Chairperson & Email:

Department Chairperson & email:

Department Curriculum Committee Chairperson & email:

1. Introduction (identify college, unit, and degree programs)

- Purpose
- Unit Mission Statement

2. Student Outcomes

- Learning Outcomes by Program (focused on student performance, clearly stated, and measurable)
- Accreditation Standards/Outcomes by Program (if applicable)

3. Assessment Cycle

- Assessment Cycle will be determined with assistance from the Office of Assessment

4. Curriculum Map

- Office of Assessment will provide examples and consultative services to meet this requirement.

5. Assessment Methods and Measures (Formative and Summative recommended)

- Record the assessment measure(s) that evaluate each student learning outcome (note: each learning outcome should have an associated assessment measure).
- Direct Methods/Measures Preferred/Used at the Course and Program Levels (examples: writing examples, oral examinations, internships, clinicals, quizzes, test, team/group projects and presentations)
- Indirect Methods/Measures Preferred/Used at the Course and Program Levels (examples: surveys, quantitative data, course grades, alumni surveys, student evaluation of instruction)

6. Data Collection and Review

- When will data be collected for each outcome?
- How will data be collected for each outcome?
- What will be the benchmark/target for each outcome?
- What individuals/groups will be responsible for data collection?

7. Participation in Assessment Process

- Who will participate in carrying out the assessment plan?
- What will be their specific role/s?

8. Data Analysis

- How and will the data and findings be shared with faculty?
- Who was involved in analyzing the results
- How are results aligned to outcomes and benchmarks?

9. Plan for Using Assessment Results to Improve Program

- How will you use the results to improve your program?

10. What are the plans to evaluate students' post-graduate success?

11. What are the plans to evaluate teaching effectiveness?

12. Appendices-Required....Curriculum Maps by Program, Assessment Tools (examples: Rubrics, Surveys, Tests, etc.), any other important materials/documentation

13. Submit Assessment Plan

- Send completed form electronically to johnsons@gram.edu

For questions or concerns please contact:
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