

Assessing (Reviewing) Assessment Plans & Suggestions for Committee Members

You are being asked to review program (major) assessment plans that have been drafted by faculty members in the department of origin. This process differs from that of course or program approval. You will not be voting on whether or not to approve the assessment plans. Rather, you will provide comments and suggestions that the originators may choose to incorporate.

The purpose of this review is to:

- § Increase understanding of what others are doing
- § Potentially identify overlap or duplication in LA&S and make suggestions to those departments to collaborate to minimize duplication
- § Provide an alternative "set of eyes" on the plans to ensure that they will be understandable to external audiences.

The form that we have developed for this purpose is an attempt to translate some of the current "best practices" in assessment into simple language. It is intended to be a guide for your efforts to provide information about the strengths of the plans, to provide suggestions for improvement, and to indicate any other comments that your committee members may have. It is not necessary to complete every item in the table for every element of the plan. The comments and suggestions that you provide will be invaluable as we advance the assessment program on our campus. Thank you for your help in this important process.