

Reference: 8.2c: Academic and Student Services

Assessment Plan Quick Reference Guide

Student Learning Outcomes

Student learning outcomes	<ol style="list-style-type: none"> 1. (3) Outcome statements. 2. Stating what “students” know, think or are able to do as a result of the instruction. 3. Be stated in the future tense in terms of what students should be able to do as a result of instruction.
Assessment measures	<ol style="list-style-type: none"> 1. (2) Measures per student learning outcome. 2. (2) Direct measures or (1) direct and (1) indirect measures per student learning outcome. 3. Be directly related to the outcome.
	<ol style="list-style-type: none"> 1. Tool used to assess the measure.
Performance targets	<ol style="list-style-type: none"> 1. Use component (not student or respondent) as unit of analysis. 2. Relate to outcome and assessment measure. 3. Be specific (“x% of responses will be correct for each question” or “y% of scores for each item on rubric or survey will be at least 4”). (SLO) 4. Avoid vague words such as “most” or “majority”. 5. Avoid “all” or “100%” targets.
Results and Analysis	NOT INCLUDED IN THE ASSESSMENT PLAN
Improvement Plans	

Example for Career Services:

Student Learning Outcome: *Students will create an effective resume.*

Assessment Measure: *Number of resumes.*

Evaluation Tool: *Rubric.*

Performance Target: *At least 90% of the submitted resumes will be created effectively.*