Reference: 8.2c: Academic and Student Services

Assessment Plan Quick Reference Guide

Student Learning Outcomes

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| Student learning outcomes | 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.
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| Assessment measures | 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.
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|  | 1. Tool used to assess the measure.
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| Performance targets | 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.
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| 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.*