Program Assessment Coversheet / Meta-Assessment Rubric

Program:	Dept.:	Contact:	email:
Focal PLO:			

	Complete	Partial	Absent
1. Program Learning Outcomes (PLOs)			
a) All PLOs are listed.	☐	☐	☐
b) PLOs reflect the knowledges, skills, and dispositions that indicate the scope of the program and student achievement expectations.	☐	☐	☐
c) The focal PLO(s) is stated and assessed according to a 5-year cycle to assess all PLOs.	☐	☐	☐
2. Current Curriculum Map			
a) The curriculum map is sufficiently detailed to be useful for evaluating the program.	☐	☐	☐
b) The curriculum map clearly depicts the courses/experiences that will allow students to meet all program learning outcomes.	☐	☐	☐
3. Summary of Previous Results			
• A concise abstract of results (<500 words) describes previous assessment results with enough information for comparison with current results, if applicable.	☐	☐	☐
4. Description of Previous Actions			
• There is an explicit statement of the changes (or not) to curriculum, instruction, or assessment methods based on previous assessment of the focal PLO.	☐	☐	☐
5. Assessment Strategies/Measures/Techniques/Methods			
a) Direct and/or indirect assessment methods are employed as appropriate.	☐	☐	☐
b) A concise description of assessment methodology (e.g., course, semester, instrument, constituency, method of analysis) is sufficiently detailed as to be repeatable.	☐	☐	☐
c) An explicit benchmark of student achievement expectations is provided and justified.	☐	☐	☐
d) Useful materials (e.g., descriptions of assignments, rubrics) are attached as appendices as necessary.	☐	☐	☐
6. Assessment Results / Findings / Interpretation			
a) What was measured (e.g., number of sections, number of students, levels of student achievement) is documented and student achievement is meaningfully summarized.	☐	☐	☐
b) Figures and/or tables are used when necessary for clarity and to depict trends.	☐	☐	☐
c) Results are discussed in the context of the stated benchmark(s) and/or previous results.	☐	☐	☐
7. Implications / Actions			
• It is explained how the results can be used to improve student achievement through changes to curriculum, instruction, and/or assessment methods.	☐	☐	☐
8. Dissemination of Findings			
• The report has been shared with and approved by the faculty.	☐	☐	☐
9. Updated Five-Year Assessment Plan			
a) The plan covers (at least) five years.	☐	☐	☐
b) The plan makes explicit when, where, and how each PLO will be assessed and when it will be reported.	☐	☐	☐
c) The plan will result in all PLOs being assessed and reported within a 5-year cycle.	☐	☐	☐

Meta-Assessment Score: _____   _____   _____   _____

Previous Results:	☐ none or NA	# not met: _____	# met: ____	% met: ____
Previous Actions:	☐ none	☐ curricular	☐ instructional	☐ assessment
Current Results	☐ none or NA	# not met: ____	# met: ____	% met: ____
Actions:	☐ none	☐ curricular	☐ instructional	☐ assessment

Does this assessment report: ☐ "Close the Loop"   ☐ demonstrate improvement

Comments: _____

Meta-Assessment Completed by: _____
(to be completed by the Assessment Subcommittee)

Additional comments:

Approved 8 November 2019