

## COURSE ASSESSMENT PLAN

### TEN STEPS TO CONTINUOUS IMPROVEMENT OF STUDENT LEARNING

Department \_\_\_\_\_ Date Submitted \_\_\_\_\_

Unit Name \_\_\_\_\_

Contact Name \_\_\_\_\_ email address \_\_\_\_\_

Please complete the following for your course. Format may be short paragraphs, bullet points or spread sheet.

1. Identify the goals for this course. (*The course description found in the college catalog or course syllabus can be used to articulate course goals.*)
2. Establish objectives for this course (*Objectives refer to the component parts of the goals. For example an objective is the specific topics that you will cover in your course that help you achieve your course goals*)
3. Articulate Student Learning Outcomes (SLOs). (*Student Learning Outcomes are what you want students to know at the successful completion of the course.*)
4. Align course goals/objectives with outcomes and with Unit/Department goals.
5. Specify Assessment Instruments (*How do you know students are getting it?*)

**Include:**

- a. Assessment Criteria
  - b. Assessment schedule  
(*What Student learning outcome will you collect information on this semester?*)
  - c. How do you plan to analyze data and by whom? (*Will you analyze data or will OIR staff help with data analysis?*)
  - d. How do you plan to use the results to make improvements in teaching and learning  
(*Describe how the department will ensure that results will be used to improve teaching and learning*)
6. Collect data
  7. Analyze data and review findings.
  8. Determine whether goals were met based on findings. (*How well have students demonstrated their learning?*)
  9. What changes to the course, as appropriate, based on the findings.
  10. **Assess the impact of the changes on subsequent learning (i.e., begin the Outcomes Assessment Cycle again.)**

Additional information about each step is provided in the [Assessment Tool Box Power Point Presentation](#).

Adapted from Kent State (2004)