	Student Learning Assessment		Program Review	

Program Level Assessment – Activities and Annual Timeline

Month/ Term	Program Level Outcomes Assessment (Course and Capstone Assignment Pilot)	Program Level Impact Assessment	Academic Program Review	Non-Academic Program Review
September	• OAA and Assessment Committee selects at least 3 programs to undergo PLO assessment. Within each program, courses for PLO assessment and capstone assignments will be identified (both course and capstone)	• OAA will work with OIRSA and identified programs to determine scope and detail of surveys and/or focus groups for the coming academic year.	• Programs scheduled for APR, by OAA, commence self-study process using established template • Faculty participate in PDIs relating to self-study process	• Programs scheduled for non-APR, by division VPs, commence review process using established template • Staff participate in PDIs relating to self-study process
October	• Faculty participate in PDIs developed and offered by OAA and supported by OIRSA		• OIRSA and APR subcommittee of Assessment Committee follow-up with faculty to provide technical assistance and support	• OIRSA follow-up with staff to provide technical assistance and support
November	• Faculty begin creation of assignments corresponding to PLO assessment method		• OIRSA and APR subcommittee monitors progress of APR self-studies and reports findings to OAA for appropriate action.	• OIRSA monitors progress of non-APR self-studies and reports findings to division VPs for appropriate action.
December	• OAA and Assessment Committee (with OIRSA support) will ensure all 27 programs have program outcomes mapped to courses. • Faculty complete creation of relevant assignments and include in syllabi for Spring courses	• OAA, department faculty, coordinators, and OIRSA design questions and protocols for surveys and focus groups	• Initial draft of self-study sent by program to OAA, APR sub-committee, and OIRSA for review and comment.	• Initial draft of self-study sent by program to division liaisons and OIRSA for review and comment.
January	• OAA, OAA Assessment Committee and OIRSA determine who will collect artifacts from courses doing PLO and when • OAA, Assessment Committee, program coordinators, and OIRSA determine membership of PLO assessment teams		• OAA, APR sub-committee, and OIRSA complete review of draft and provide feedback to programs.	• Division liaisons and OIRSA complete review of draft and provide feedback to programs.

February	• Courses run in Spring term	• OIRSA conducts surveys and focus groups, as appropriate.	• Programs complete revisions and provide second draft to OAA, APR subcommittee, and OIRSA for final review.	• Programs complete revisions and provide second draft to division VPs and OIRSA for final review.
March	• Faculty collect artifacts (with OIRSA support)		• Final review by OAA, APR subcommittee, and OIRSA	• Final review by division VPs and OIRSA
April	• Faculty collect artifacts (with OIRSA support)			
May	• All artifacts are collected and maintained in hardcopy by faculty or in e-portfolio	• OIRSA completes surveys and focus groups.	• Program submits final APR to OAA with recommendations for individuals to conduct external review.	• Program submits final non-APR to division VPs with recommendations for individuals to conduct external review, if appropriate.
June	• Team conducts assessment of relevant artifacts using appropriate PLO rubrics	• OIRSA analyzes results from surveys/focus groups.		
July	• OIRSA analyzes results			
August	• OIRSA analyzes results and provides preliminary draft to OAA for review and comment	• OIRSA completes analyses from surveys and focus groups and provides preliminary draft to OAA for review and comment		
Fall of following academic year	• OIRSA reports results to OAA, department chairs, program coordinators, relevant faculty – by course and by program outcome. • OAA meets with program faculty to identify changes based on findings from PLO assessments and surveys/focus groups.	• OIRSA reports on results from surveys and focus groups, in conjunction with PLO assessment reporting, to OAA, department chairs, program coordinators, relevant faculty.	• External reviewer selected and campus visit conducted	• External reviewer selected and campus visit conducted, if appropriate
Spring of following academic year	• OIRSA, in consultation with OAA, surveys faculty – what changed and impact of changes on student outcomes. • OIRSA conducts assessment of small sample of artifacts to assess impact of changes, as appropriate. • OIRSA reports results to OAA, Assessment Committee, department chairs, program coordinators, and relevant faculty		• Program submits final APR report to OAA, with recommendations from the external reviewer. • In the following academic year, program implements recommendations from the APR. OIRSA monitors implementation and reports on progress to OAA.	• Program submits final non-APR report to division VPs, with recommendations from the external reviewer, if appropriate. • In the following academic year, program implements recommendations from the non-APR. OIRSA monitors implementation and reports on progress to divisional VPs.