

Example

Assessment Plan Bismarck State College

Program/Unit Name: _____

Academic Year: _____

Submission Purpose: Initial Assessment Plan Revised Assessment Plan Updating Results/Actions

Program/unit Goals:

→ _____
 → _____
 → _____

Assessment Planning Columns

TracDat Update Columns

(This data will be entered into TracDat)

Student Learning Outcomes What should students be able to do at program completion?	Program Competencies Describe the acceptable achievement criteria and / or benchmarks that would satisfy this learning outcome	Assessment Methods How will you assess how well your students are learning this outcome? Include direct and indirect methods.	Program Courses / Assignments Assessed Relevant coursework to ensure that the students have the opportunity to learn this outcome?	Implementation Plan When and how often will you collect this assessment information? Who teaches the class and is responsible for the results?	Assessment Results How well did the students do in the assessment in meeting the standards set for each student learning outcome?	Action Plans / Follow-Up What do you plan to do as a result of what you learned from the assessment activities?
EX. I. Students should have the technical knowledge for an entry level position in the _____ field.	EX. A. Electrical Systems	EX. Pre and post tests	EX. Electronics AUTO 161 Starting & Charging systems AUTO 163	EX. Pre-test given the first day week of class. Posttest given at course completion.	EX. William Cossette	EX. Adjust criteria to better match the assessment method and stated learning outcome(s)

This template/form is presented only as an example. You may use any format or style, however, please use the column headings as provided since they are similar to the headings and data windows in our TracDat system. Also, please include the same information questions as shown in the top section of this template.

Instructions:

- Use this template/form to guide you in developing your assessment plan
- When you've completed your program assessment plan you may submit your plan to your program assessment leader
- If you have already submitted an assessment plan previously and expect no changes to any of the assessment planning columns, you will then only need to submit your most recent assessment results and action/follow-up plans to your program assessment leader