

Program Assessment Rubric

Program Name: _____

Academic Year: _____

Mark one category per row and include evidence for each element referenced.

Source Document	Capacity Criteria	Initial	Emerging	Developed
Program webpage/ YAMS ¹	Program Mission	<input type="checkbox"/> Program mission fails to identify three or more elements (program name, purpose, key functions, stakeholders and alignment with the college mission)	<input type="checkbox"/> Program mission identifies program name, purpose, key functions but lack clarity of stakeholders and alignment to the college mission	<input type="checkbox"/> Program mission clearly identifies program name, purpose, key functions, stakeholders and evidence alignment with the college mission
	Program Goals	<input type="checkbox"/> Program learning goals are not aligned to the program mission and do not address knowledge, skills, and/or values	<input type="checkbox"/> Program learning goals appear to be aligned to the program mission and one or more learning domains are not addressed, i.e., knowledge, skills, and/or values	<input type="checkbox"/> Program learning goals are aligned to the program mission and are stated in broad terms of knowledge, skills, and/or values
YAMS	Curriculum Map For externally accredited programs, see the relevant accreditation documents.	<input type="checkbox"/> Not all program student learning outcomes are listed and/or only a subset of required courses are mapped to the program SLOs ² ; progress of each outcome in the curriculum (I, R, M) ³ is not identified/clear	<input type="checkbox"/> All program student learning outcomes are listed and most of the major required/elective courses are mapped to the program SLOs; progress of each outcome in the curriculum (I, R, M) is somewhat clear	<input type="checkbox"/> All program student learning outcomes are listed, and all of the major required/elective courses (regularly offered) are mapped to the program SLOs; progress of each outcome in the curriculum (I, R, M) is clearly identified

¹ YAMS =York Assessment Management System

² SLOs = Student Learning Outcomes

³ I=Introduced, R=Reinforced, M=Mastered

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Source Document	Capacity Criteria	Initial	Emerging	Developed
ANNUAL PLAN/REPORT	Program Student Learning Outcomes (PSLOs) assessed	<input type="checkbox"/> Program student learning outcomes lack alignment with the program goals and are not observable, measurable and student centered	<input type="checkbox"/> Program student learning outcomes are inconsistently aligned with the program goals, and not each PSLO is observable, measurable and student centered	<input type="checkbox"/> Each program student learning outcomes is aligned with the program goals, is observable, measurable and is student centered
	Alignment with York's Institutional Learning Outcomes (ILOs)	<input type="checkbox"/> None of the PSLOs are aligned to a York Institutional Learning Outcome	<input type="checkbox"/> Some PSLOs are aligned to a York Institutional Learning Outcome	<input type="checkbox"/> All PSLOs are aligned to a York Institutional Learning Outcome
	Alignment with MSCHE Standard III Competencies	<input type="checkbox"/> None of the PSLOs are aligned to a MSCHE Standard III Competencies	<input type="checkbox"/> Some PSLOs are aligned to a MSCHE Standard III Competencies	<input type="checkbox"/> All PSLOs are aligned to a MSCHE Standard III Competencies
	From which course(s), section(s) or other sources will you collect student artifacts?	<input type="checkbox"/> None of the plan outcomes identify courses/sections in which student artifacts will be collected	<input type="checkbox"/> Some of the plan outcomes identify courses/sections in which student artifacts will be collected	<input type="checkbox"/> All of the plan outcomes identify courses/sections in which student artifacts will be collected
	Assessment Measures	<input type="checkbox"/> Has not yet developed (or identified) direct assessment measures	<input type="checkbox"/> Has developed (or identified) direct assessment measures for at least one PSLO	<input type="checkbox"/> Has developed (or identified) direct assessment measures for all PSLOs
Annual Report	Sample size	<input type="checkbox"/> Does not identify the sample size and/or courses used to collect data for any of the program student learning outcomes	<input type="checkbox"/> Has identified the sample size and courses used to collect data for at least program student learning outcome	<input type="checkbox"/> Has identified the sample size and courses used to collect data for program student learning outcomes currently being assessed. Has indicated why the sample size is appropriate and representative of the program's student population

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Source Document	Capacity Criteria	Initial	Emerging	Developed
	Target ⁴	<input type="checkbox"/> Target is not defined for any of the program student learning outcomes	<input type="checkbox"/> Target is defined (identifies a percentage) for at least one of the program student learning outcomes	<input type="checkbox"/> Target is defined (identifies a percentage) for all the program student learning outcomes assessed
	Findings	<input type="checkbox"/> Findings are incomplete for one or more of the PSLOs assessed	<input type="checkbox"/> Findings are described but are unclear or don't tie back to the PSLOs assessed	<input type="checkbox"/> Findings are clearly described and tie back to the PSLOs assessed
	Use of Results	<input type="checkbox"/> Program did not indicate how results will be used for one or more of the PSLOs assessed	<input type="checkbox"/> Program indicated a change that does not align with the assessment findings for one or more of the PSLOs	<input type="checkbox"/> Program indicated a change that aligns with the assessment findings for all PSLOs assessed
	Recommended Change(s)	<input type="checkbox"/> Program does not explain the recommended change or provides an explanation of why there is no change for any PSLOs assessed	<input type="checkbox"/> Program provides little or no explanation of the recommended change or provides limited explanation of why there is no change for some of the PSLOs assessed	<input type="checkbox"/> Program explains the recommended change and/or provides an explanation of why there is no change for all PSLOs assessed
	Action Plan/Next Steps	<input type="checkbox"/> Program does not yet have plans for next steps and there is no understanding on what action is needed	<input type="checkbox"/> Program has plans for next steps including the required action, but they are not yet clear or feasible	<input type="checkbox"/> Program has concrete plans for next steps with goals, roles, timelines and required actions
	Assessment Communication	<input type="checkbox"/> Program did not share findings with anyone for any PSLOs assessed	<input type="checkbox"/> Program indicated findings were shared with two or more groups for at least one or more PSLOs assessed	<input type="checkbox"/> Program indicated findings were shared with two or more groups for all PSLOs assessed
	Attachment: Rubrics <input type="checkbox"/> Does not have a rubric <input type="checkbox"/> <i>Check if N/A</i>	<input type="checkbox"/> Has rubric that does not evidence alignment with PGs and PSLOs and lacks criteria and descriptors that are mutually exclusive	<input type="checkbox"/> Has rubric that aligns with PGs and PSLOs, evidence scale, and has one or more criteria and descriptors that are not mutually exclusive	<input type="checkbox"/> Has rubric that aligns with PGs and PSLOs, evidence scale and includes criteria and descriptors that are mutually exclusive

⁴ Target = the percentage of the artifacts meeting the anticipated proficiency on the rubric.

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	Changes Implemented: Current Status	<input type="checkbox"/> Program does not demonstrate <i>closing the loop</i> , i.e., having implemented changes as per last year's assessment action plan	<input type="checkbox"/> Program partially demonstrates <i>closing the loop</i> , i.e., implemented some changes as per last year's assessment action plan but is missing at least one of these components, e.g., time of implementation and/or when the change will be reassessed	<input type="checkbox"/> Program has demonstrated <i>closing the loop</i> , i.e., implemented all changes as per last year's assessment action plan and identifies the time of implementation including when the change will be reassessed

Source Documents: _____

For externally-accredited programs, see the relevant accreditation documents.

Consider for Assessment Spotlight (*OIESP summarizes and writes about the assessment activity and shares it College-wide*)? Yes No

Comments/Recommendations:

Completed by: Working Group Leader and Members: _____ Date _____

Academic Assessment Committee Chair: _____ Date _____

Date Feedback sent to Department Coordinator and Chair: _____

Please contact AAC Chair for further discussion/questions.