

**Assessment Plan Review Rubric**  
**Academic and Student Services – Assessment Plan Quality Review**

<b>Unit/Department Name:</b>				<b>Assessment Cycle:</b>	2022-2023		
<b>Services Provided (Choose all that apply):</b>		<input type="checkbox"/> Tyler	<input type="checkbox"/> Longview University Center	<input type="checkbox"/> Palestine	<input type="checkbox"/> Houston Engineering Center	<input type="checkbox"/> Health Science Center	<input type="checkbox"/> Online
<b>Mission Statement</b>							
		<b>Meets Criteria</b>	<b>Update Needed</b>	<b>Comments</b>			
Aligns with the university and division mission and strategic plans		<input type="checkbox"/>	<input type="checkbox"/>				
Provides a clear and concise description of the department or unit purpose		<input type="checkbox"/>	<input type="checkbox"/>				
<b>Outcomes</b>							
At least three outcomes (Administrative and Student or Student Learning Outcomes)		<input type="checkbox"/>	<input type="checkbox"/>				
Administrative and Student Outcomes are assessed for quality of service		<input type="checkbox"/>	<input type="checkbox"/>				
Student Learning Outcomes identify what students know, think, or do after participating in a program or activity		<input type="checkbox"/>	<input type="checkbox"/>				
Are specific and measurable		<input type="checkbox"/>	<input type="checkbox"/>				
<b>Assessment Methods</b>							
Summarize the process to collect information including details of the assessment instrument		<input type="checkbox"/>	<input type="checkbox"/>				
One-three measures are used to assess each outcome		<input type="checkbox"/>	<input type="checkbox"/>				
SLOs are assessed using at least one <b>Direct</b> Assessment Method		<input type="checkbox"/>	<input type="checkbox"/>				
Administrative and Student Outcomes are assessed using direct and/or indirect measures		<input type="checkbox"/>	<input type="checkbox"/>				
Sample support documents are provided		<input type="checkbox"/>	<input type="checkbox"/>				
<b>Criteria for Success</b>							
Specifically align with measures and outcomes		<input type="checkbox"/>	<input type="checkbox"/>				
Represent a reasonable "stretch" to emphasize quality		<input type="checkbox"/>	<input type="checkbox"/>				
<b>Assessment Results</b>							
Include total student population, sample size, #/% of students, and delivery method/site of who met success criteria		<input type="checkbox"/>	<input type="checkbox"/>				

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Results align with corresponding threshold success criteria	<input type="checkbox"/>	<input type="checkbox"/>	
Sample support documents related	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Analysis &amp; Action Plan for Seeking Improvement</b>			
An analysis of each assessment result has been completed and used to plan for continuous quality ( <i>Program, Student Participation, and/or Assessment</i> )	<input type="checkbox"/>	<input type="checkbox"/>	
<b>“Closing the Loop” Follow-Up Statements for 2022-2023 AY Action Plans</b>			
A summary of the implementation and/or effect of previous action plans is documented	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Overall</b>			
<b>The department or unit staff identify expected outcomes, analyze the extent to which outcomes are achieved, and determine continuous improvement planning based on assessment results.</b>	Comment:		

Reviewers			
<b>Assessment Professional:</b>		<b>Date:</b>	
<b>Department:</b>		<b>Date:</b>	
<b>Supervisor:</b>		<b>Date:</b>	
<b>AIE Office:</b>		<b>Date:</b>	