

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

Unit/Department Name:					Assessment Cycle:	2023-2024	
Services Provided (Choose all that apply):	<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	
Mission Statement							
	Meets Criteria	Update Needed	Comments				
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"/>					
Outcomes							
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"/>					
Assessment Methods							
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 Direct 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"/>					
Criteria for Success							
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"/>					
Assessment Results							
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"/>	
Analysis & Action Plan for Seeking Improvement			
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"/>	
“Closing the Loop” Follow-Up Statements for 2022-2023 AY Action Plans			
A summary of the implementation and/or effect of previous action plans is documented	<input type="checkbox"/>	<input type="checkbox"/>	
Overall			
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.	Comment:		

Reviewers			
Assessment Professional:		Date:	
Department:		Date:	
Supervisor:		Date:	
CIA Office:		Date:	