

Create and map course outcomes in **Taskstream**.

Collect data for each course taught during an academic year, or as offered.

Enter Measure and Findings, and analysis (Summary of Findings) into **Taskstream** once each academic year.

Faculty dialogue on Summary of Findings, and determine plan to improve learning outcomes.

Based on dialogue and plan, take action to improve learning outcomes within the course.

When curriculum is developed or revised, course outcomes should be created or edited.

Continue data collection cycle, unless curriculum revision required (every 5 years or as needed).

Enter & Map Outcomes

Collect Data

Enter Measure & Findings

Dialogue & Plan

Take Action

Establish Course Outcomes

Course-Level Outcomes Process

Curriculum

No Curriculum Revision

Curriculum Revision





Course-level Outcomes Process

Establish Course Outcomes – One time

When curriculum is developed or revised, faculty should create or revise course outcomes.

Enter & Map Outcomes – One time

When curriculum is developed or revised, faculty should enter or revise course outcomes in Taskstream.

Collect Data – Ongoing

Collect data for each course taught during an academic year, or as offered, in accordance with course outcomes assessment timeline. Collect data for at least one outcome every year. All outcomes should have data collected within a 6 year period.

Enter Measure & Findings – At least once per year

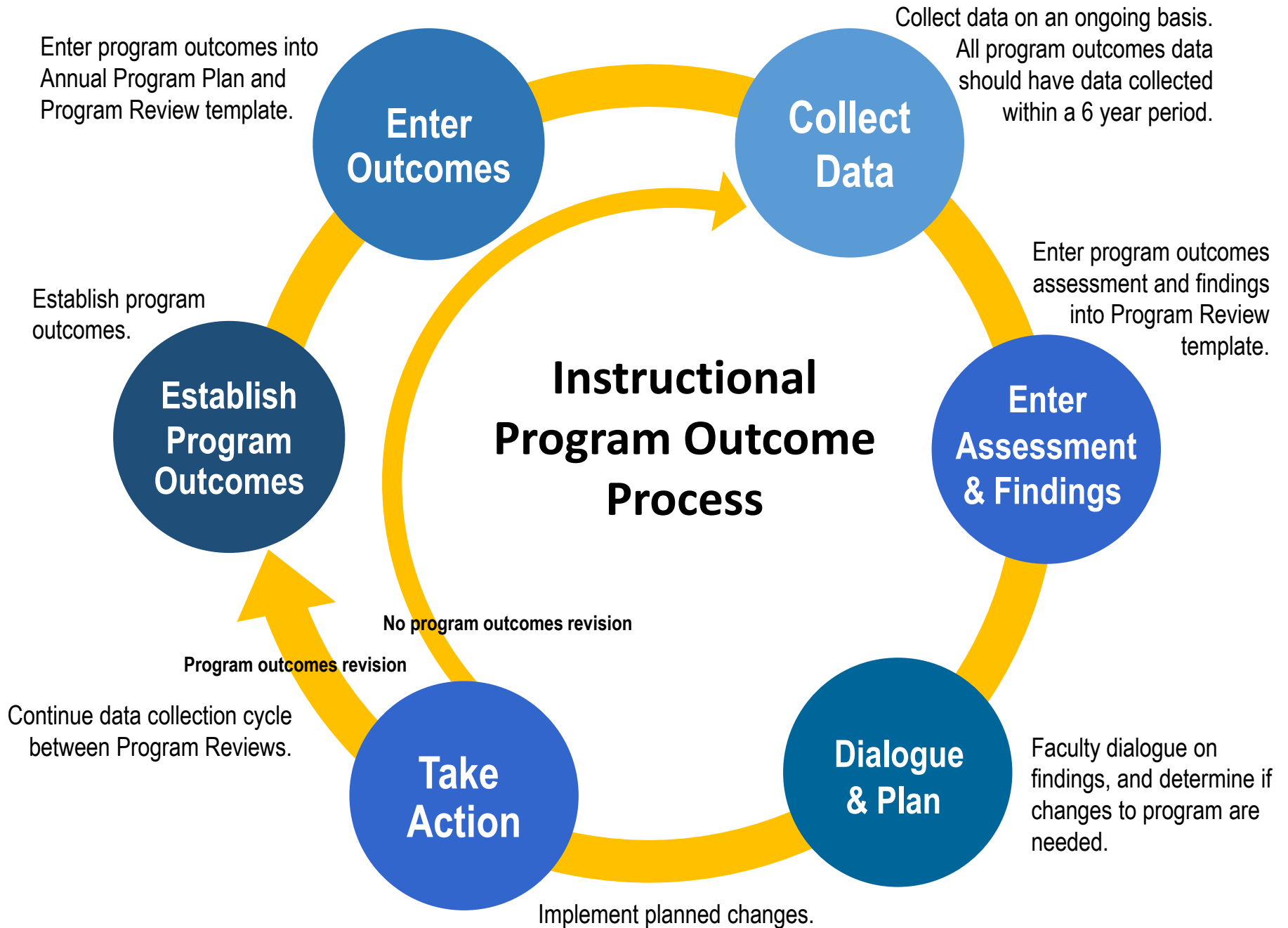
Enter Measure, Findings, and analysis (Summary of Findings) into Taskstream at least once each academic year.

Dialogue & Plan – At least once per year

Faculty dialogue on Summary of Findings and determine plans to improve learning outcomes. Dialogue documentation is included in the annual program plan.

Take Action – Ongoing

Based on dialogue and plan, take action to improve learning outcomes within the course. If curriculum revision, establish new course outcomes and proceed through the process. If no curriculum revision, continue with data collection.





Instructional Program Outcomes Process

Establish Program Outcomes – One time

When a program is developed or revised, faculty should create or review course outcomes.

Enter Outcomes – One time

When program is developed or revised, faculty should enter or revise outcomes in Annual Program Plan and Program Review templates.

Collect Data – Ongoing

Collect data on an ongoing basis. All outcomes should have data collected within a 6 year period.

Enter Assessment & Findings – Every six years

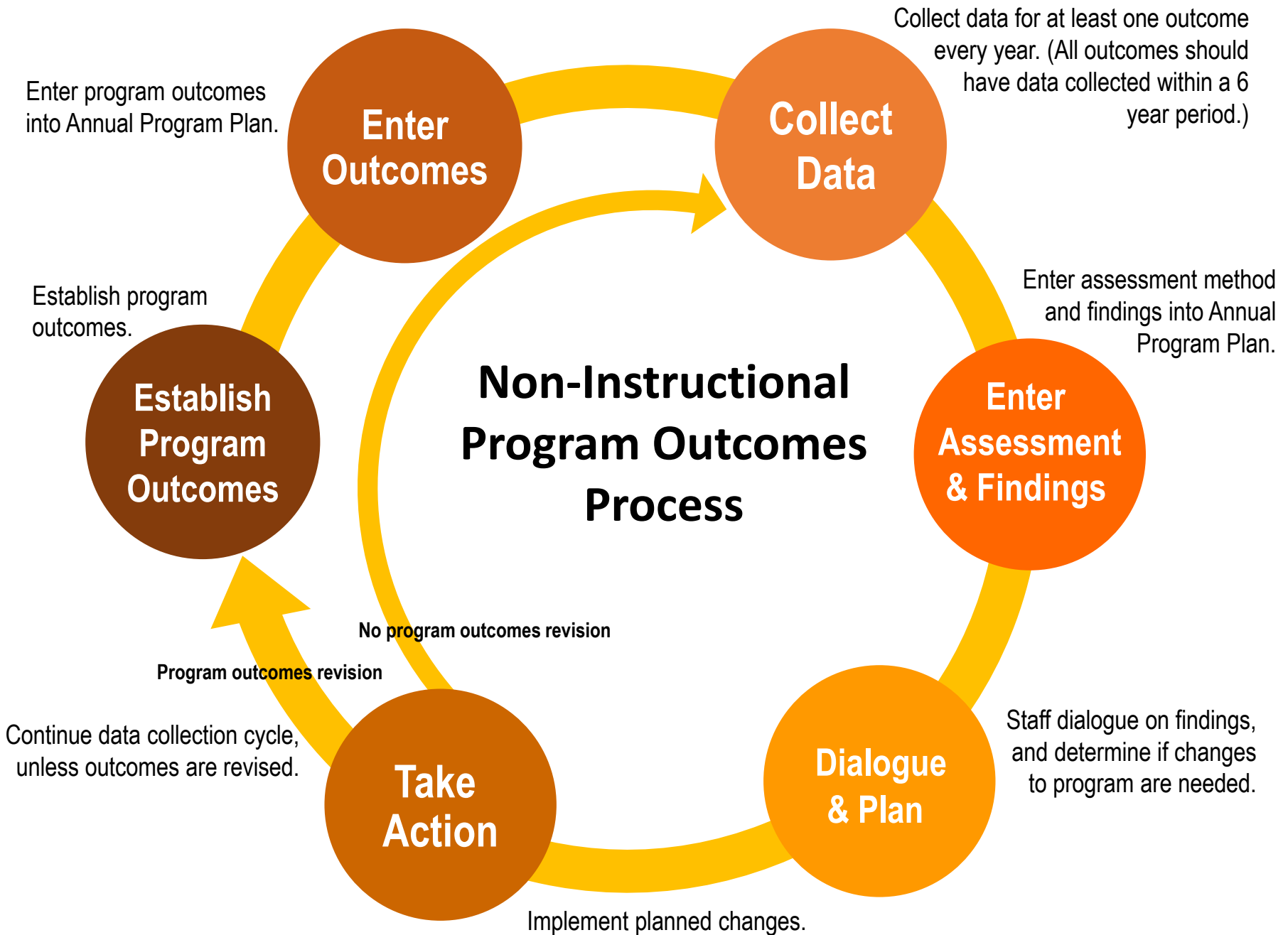
Enter assessment and findings every six years when program undergoes review.

Dialogue & Plan – Every six years

Dialogue about program outcomes data to determine if changes to the program need to be made.

Take Action – Ongoing

Based on dialogue and plan, take action to improve program outcomes. If program outcomes require revision, establish new outcomes and proceed through the process. If no revision to outcomes, continue with data collection.





Non-Instructional Program Outcomes Process

Establish Program Outcomes – One time

Program outcomes are established by program staff and management.

Enter Outcomes – One time

Program outcomes are entered into Annual Program Plan, revisions only needed when outcomes change.

Collect Data – Ongoing

Collect data for at least one outcome every year. All outcomes should have data collected within a 6 year period.

Enter Assessment & Findings – Once per year

Enter assessment method and findings into Annual Program Plan.

Dialogue & Plan – Once per year

Staff and management dialogue on Summary of Findings and determine plans to improve program outcomes.

Take Action – Ongoing

Based on dialogue and plan, take action to improve program outcomes. If revision to program outcomes, establish new outcomes and proceed through the process. If no revision to outcomes, continue with data collection.