

Program Assessment Progress Report Quick Reference Guide

Term	Definition	Example
Program Goals	A broad, mission-derived statement of what the program provides to students.	The program will provide a rigorous and comprehensive educational experience which prepares them to pursue careers and professional licensure in the field of “X”.
Program Learning Objectives (PLOs)	A specific, measurable statement of what students should be able to do upon completion of the program.	Upon completion of the program, students will be able to solve complex quantitative problems using the “XYZ” technique.
Curriculum Map	A diagram or chart which links program learned objectives to a specific program course or activity where it is assessed.	PLO 1 is assessed directly in course “XYZ”.
Metric/Method	The tool used to assess student performance on a learning objective.	Course “XYZ” assesses student proficiency in PLO 1 through the final exam.
Timeline	The frequency of the assessment activity.	Every Fall semester; Every year; Every 3 years; etc.
Benchmark	A minimum threshold or performance expectation to demonstrate sufficient learning.	We expect at least 80% of students to score a 90% or above on the final exam in Course “XYZ” to demonstrate effective learning of the concept.
Findings or Results	The data you collect and analyze to draw conclusions about the effectiveness of student learning.	70% of students scored 90% or above on the final exam. The average score was 83%. Two exam questions on the topic of “X” were consistently answered incorrectly and will require further review.
Closing the Loop: Actions/Improvements	The actions taken or interventions implemented to improve outcomes for more effective student learning.	Upon a more granular review of the exam performance data, the instructor has revised the teaching method for topic “X” and the department has invested in a teaching assistant to provide students with further support on this topic and to encourage improved student performance in future semesters.