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# Activity-Based Assessment Planning Template

Date: *[insert date here]*

Academic Year of Assessment: *[insert academic year here]*

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| **Activity Program/Initiative Overview** |

**Activity Name:** *[Insert name here]*

**Timing:** *[Insert timing here]*

**Team Members Involved:** *[Insert group names here]*

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| **Activity Goals & Alignment** |

**Please describe the goals of the activity for the selected academic year. Identify the root of these goals (e.g. CAS Standards, University Strategic Plan, Divisional Strategic Plan, Unit Strategic Plan, etc.) and how you will know if they have been accomplished:**

* **Goal 1:** *[Insert description here]*
* **Goal 2:** *[Insert description here]*
* **Goal 3:** *[Insert description here]*
* **Goal 4:** *[Insert description here]*

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| **USD Co-Curricular Learning Outcomes** |

Select the primary dimension(s) of the CCLOs that this program will support. Refer to the [USD Co-Curricular Overview](https://www.sandiego.edu/ole/cclo-overview.php) for a full explanation outcomes and their dimensions.

**1. Authentic Engagement**

* A. Advocacy
* B. Meaningful Dialogue
* C. Positive Social Change

**2. Courageous Living**

* A. Resilience
* B. Tolerance for Uncertainty
* C. Willingness to Risk

**3. Identities and Communities**

* A. Cultural Self-Awareness
* B. Engagement w/ our Diverse Communities
* C. Social Empathy

**4. Purpose**

* A. Values and Beliefs
* B. Vocation

**5. Well-Being**

* A. Healthy Decision-Making
* B. Healthy Relationships
* C. Self-Care
* D. Social Interaction

**Briefly describe how this program supports the dimension(s) of the CCLOs selected:** *[Insert description here]*

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| **Program Learning Outcomes** |

A learning outcome is a statement that describes the desired result of a student participating in this program or initiative. It should contain an action verb and be measurable. Refer to the [Student Affairs assessment website](https://www.sandiego.edu/student-affairs/assessment/arg.php#goals_and_outcomes) for additional information on developing and writing good learning outcome statements. Example:

* *As a result of participating in Program X, students will be able to* ***describe*** *four resources on campus that provide Y.*

**Learning Outcomes:**

1. *[Insert outcome here]*
2. *[Insert outcome here]*
3. *[Insert outcome here]*

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| **Program Operational Outcomes** |

An operational outcome is a statement that describes non-learning desired results of a program. Examples:

* *There will be a 25% increase in the number of engineering students attending program X compared to the previous year.*
* *The cost per student for X will decrease by Y dollars compared to the previous year.*

**Operational Outcomes:**

1. *[Insert outcome here]*
2. *[Insert outcome here]*
3. *[Insert outcome here]*

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| **Learning Strategies** |

Learning strategies help focus the appropriate interaction needed to facilitate strategic learning. For complete descriptions of each learning strategy, refer to the [assessment resources site](https://www.sandiego.edu/student-affairs/assessment/learning-strategies.php).

**Which learning strategy or strategies will be used with this program or initiative?:**

* Cooperative Learning
* Experiential Learning
* Facilitator Directed Experiences
* Feedback and Recognition
* Field-Based Learning
* Gathering
* Guest Speaker
* Immersion
* Passive Discovery
* Peer Teaching
* Reflection
* Role Play
* Storytelling
* Student Goal Setting and Assessment
* Student Use of Self-Assessment Tools
* Train the Trainer

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| **Collecting Data** |

**Method of collecting data:**

* Focus groups
* Interviews
* Learning Contracts/Development Plans
* Observations
* Portfolios
* Survey
* Reflections
* Rubrics
* Other:

**Describe the timeline for developing and administering the data collection method:** *[Insert description here]*

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| **Analysis and Reporting** |

**Describe the timeline for analyzing and reporting the data:** *[Insert description here]*

**Group(s) that results will be shared with:**

* Entire Division of Student Affairs
* AVP Area:
* Unit/Office:
* Committee:
* Academic Unit:
* Student Group:
* Other:

**Describe how the findings will be shared:** *[Insert description here]*

**Describe what actions *might* be taken as a result of the findings:** *[Insert description here]*

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| **Assessment Plan Review and Approval** |

**List the names and dates of assessment plan review for the following team members:**

* **Activity Lead 1:**
* **Activity Lead 2 (if applicable)**
* **Activity Lead 3 (if applicable)**
* **Activity Lead 4 (if applicable)**
* **Director of Assessment:**
* **Assistant Vice President 1 (optional):**
* **Assistant Vice President 2 (optional):**
* **Assistant Vice President 3 (optional):**
* **Assistant Vice President 4 (optional):**