Outcomes Assessment Plan Template

Mission Statement:

Goal 1: (Typically between 1-3 goals per plan)

(G1)Outcome 1: (At least 3-6 outcomes per program/area assessment plan)

- o *(O1)Measures 1: (3 Measures for <u>each</u> outcome)*
- o *(O1M1)Target: (One target for each measure per year).*
- o *(O1M1)Findings and Summary: (Findings and summary for each measure)*

- o *(O1)Measures 2:*
- o *(O1M2)Target:*
- o *(O1M2)Findings and Summary:*

- ▪ *(O1)Measures 3:*
- ▪ *(O1M3)Target:*
- ▪ *(O1M3)Findings and Summary:*

(G1)Outcome 2:

- o *(O2)Measures 1:*
- o *(O2M1)Target:*
- o *(O2M1)Findings and Summary:*

- o *(O2)Measures 2:*
- o *(O2M2)Target:*
- o *(O2M2)Findings and Summary:*

- ▪ *(O2)Measures 3:*
- ▪ *(O2M3)Target:*
- ▪ *(O2M3)Findings and Summary:*

Goal 2:

(G2)Outcome 1:

- o *(G2O1)Measures 1:*
- o *(G2O1M1)Target:*
- o *(G2O1M1)Findings and Summary*

- *(G2O1)Measures 2:*
- *(G2O1M2)Target:*
- *(G2O1M2)Findings and Summary:*

- *(G2O1)Measures 3:*
- *(G2O1M3)Target:*
- *(G2O1M3)Findings and Summary:*

*(G2)***Outcome 2***:*

- *(G2O2)Measures 1:*
- *(G2O2M1)Target:*
- *(G2O2M1)Findings and Summary:*

- *(G2O2)Measures 2:*
- *(G2O2M2)Target:*
- *(G2O2M2)Findings and Summary:*

- *(G2O2)Measures 3:*
- *(G2O2M3)Target:*
- *(G2O2M3)Findings and Summary:*

Analysis and Recommendations: After reviewing your assessment plan, please answer the following questions:

- What do your assessment plan results indicate regarding outcomes that require additional attention? Please discuss the impact of assessment results for each outcome separately.

- What do your assessment plan results indicate regarding outcomes that were met? Please discuss the impact of assessment results for each outcome separately.

- Identify and discuss program improvements in recent years citing key reasons for change.

- Given this discussion and analysis, please provide recommendations that will support progress towards achieving program/area mission and goals.

Action Plan: Once you have given recommendations for program/area improvement, you will need to include follow-up action items. Each action item should have the following:

1. Description
2. Indicate related Outcome.

3. Implementation Status: Planned, In-Progress, Finished, On-Hold, or Terminated
    **(Status should be updated yearly until action item is finished or terminated)
4. Project completion date:
5. Implementation Description:
6. Priority: Low, Medium, High
7. Responsible Person/Group
8. Additional Resources Needed
9. Select "Yes" for include in action plan tracking page
10. Select "Yes" for include in reports.
11. Select current year for establish in cycle.
12. Select "remain active" for active through cycle (can adjust when close action item at later date).
13. Select "draft/in-progress" while establishing action items.