

## Student Services & Enrollment Management Departmental Assessment Plan Extended Description

**Program Definition:** Large scale (HIPs) Programs within departments should have a description. If applicable, they likely will also have goals and Student Learning Outcomes reflective of the department's goals & outcomes.

In some cases, a definition of a large-scale program or a HIPs is necessary to help others understand the purpose and goals associated with the specific program being executed. In this step, an explanation of who is being served, for what reasons, and what you are attempting to be accomplished should be included.

### **Example: BRISTOL'S FIRST YEAR EXPERIENCE**

Bristol Community College's First Year Experience (FYE) supports the successful academic, social and cultural transition of our students and their families.

Knowledge/remembering  
Comprehension/understanding  
Application/applying  
Analysis/analyzing  
Evaluation/evaluating  
Synthesis/creating

SLOs are essential SMART Goals and assist in making your goals achievable. They are specific (simple, sensible, significant; measurable (meaningful, motivating); Achievable (agreed, attainable); Relevant (reasonable, realistic and resourced, results-based); Time bound (time-based, time limited, time/cost limited, timely, time-sensitive). Writing SLOs is critical to the ability to measure the learning.

ABCD method (Heinich, et al, 1996) is often use as a model for writing good SLOs.

Audience (Who does the outcome pertain too? Usually students)

Behavior (What do you want participants to know or do as a result of the learning experience- Blooms Taxonomy)

Condition (under what circumstances? A workshop, series of workshops, training, trip, program)

Degree of Learning (How much will they know, how well will they do it? 3 out of 5, identify 3 aspects of X)

When reviewing/revising/or creating SLOs best practices should be incorporated into the development. It is recommended that you use CAS Standards for your department/functional Area. Sub-Category 2 and 10 (assessment) will help in this effort. Additionally, a review of a national organization can assist in the development of this area.

#### **Resources on CAS Review Website**

CAS Standards

Zoom Power point Presentation

Writing an SLO from a Goal Activity