

# Academic Effectiveness Checklist



OFFICE OF  
INSTITUTIONAL  
EFFECTIVENESS

<b><u>Student Learning Outcome Description</u></b>	
<input checked="" type="checkbox"/> Behavioral based	<input type="checkbox"/> Not focused on behaviors
<input checked="" type="checkbox"/> Directly measured	<input type="checkbox"/> Indirectly measured
<input checked="" type="checkbox"/> Easily embedded in existing processes	<input type="checkbox"/> Requires additional processes
<input checked="" type="checkbox"/> Identifies where assessment will occur	<input type="checkbox"/> Does not identify where assessment will occur
<input checked="" type="checkbox"/> Identifies the population being assessed	<input type="checkbox"/> Does not identify the population
<input checked="" type="checkbox"/> Identifies assessment tools	<input type="checkbox"/> Assessment tools not identified
<input checked="" type="checkbox"/> Describes/explains technical language	<input type="checkbox"/> Does not describe/explain technical language
<input checked="" type="checkbox"/> Results-oriented –information for decision-making	<input type="checkbox"/> Does not provide information for decision-making
<input checked="" type="checkbox"/> Time-bound	<input type="checkbox"/> Not time-bound

<b><u>Operational Outcome Description</u></b>	
<input checked="" type="checkbox"/> Specific – describes the process exactly	<input type="checkbox"/> Vague – does not describe the process
<input checked="" type="checkbox"/> Measurable	<input type="checkbox"/> Not measurable
<input checked="" type="checkbox"/> Attainable	<input type="checkbox"/> Difficult to attain
<input checked="" type="checkbox"/> Results-oriented –information for decision-making	<input type="checkbox"/> Does not provide information for decision-making
<input checked="" type="checkbox"/> Time-bound	<input type="checkbox"/> Not time-bound
<input checked="" type="checkbox"/> Improvable	<input type="checkbox"/> Not Improvable
<input checked="" type="checkbox"/> Identifies assessment tools	<input type="checkbox"/> Assessment tools not identified
<input checked="" type="checkbox"/> Describes/explains technical language	<input type="checkbox"/> Does not describe/explain technical language

<b><u>Strategic Goal (Select any strategic goals this outcome supports)</u></b>
Enhance academic quality and program development reinforced by scholarship
Grow faculty research and scholarly activities and increase support of intellectual property management and research commercialization
Increase student recruitment and retention
Create a culture of collaboration
Foster an inclusive atmosphere that is supportive of students, faculty, and staff
Strengthen and promote the University’s distinctive identity
Enhance relationships with alumni
Increase funds from alternative revenue streams through sponsored programs, private giving, and outreach to ensure long-term viability of the University

<b><u>Where is the student learning outcome being measured?</u></b>	
<input checked="" type="checkbox"/> Is being measured in a capstone course, comprehensive exam, thesis, etc.	<input type="checkbox"/> Is not being measured
<input checked="" type="checkbox"/> Is measured at the program level	<input type="checkbox"/> Is measured only at the course level
<input checked="" type="checkbox"/> Is measured for all or most students in the program	<input type="checkbox"/> Is measured for few students in the program

<b>Methods of Assessment: What is being measured? (Select at least one direct method)</b>	
<b>Academic Direct Methods</b>	<b>Academic Indirect Methods</b>
Standardized Test	Course grades
Embedded multiple-choice test items	Course/curriculum progression
Exam essay items (graded with a rubric)	Exam grades (testing multiple concepts)
Comprehensive exam (items graded with a rubric)	Course evaluations
Oral project (graded with a rubric)	Survey data
Written artifact (graded with a rubric)	Focus group/individual interview data
Case study (graded with a rubric)	Study-abroad participation
Juried exhibit/critiqued performance	Research participation
Internship/Practicum supervisor ratings	Experiential learning participation
Clinical observation	Educational programming attendance
Workplace skills (rated by employers)	Honors/awards
Other direct assessment measure (please describe)	Scholarships
<b>Operational Direct Methods</b>	Enrollment rates
Program development	Graduation rates
Student work product	Job placement rates
Promotional/marketing materials	Graduate/professional program acceptance
Attendance at event	Other indirect assessment measure (please describe)
Changed activity level (such as fewer complaints, etc.)	<b>Operational Indirect Methods</b>
Increased physical resources	Survey results
Increased human resources	Focus group feedback
Increased space resources	Other indirect assessment measure (please describe)
Other direct assessment measure (please describe)	

<b>Baseline Data- Why? (Justification for this operational outcome)</b>	
<input checked="" type="checkbox"/> Is directly related to the goal	<input type="checkbox"/> Is not related to the goal
<input checked="" type="checkbox"/> Shows the need to make an improvement in this area	<input type="checkbox"/> Does not show the need to make an improvement
<input checked="" type="checkbox"/> Be data (numbers) based	<input type="checkbox"/> Not data (numbers) based

<b>Success Threshold (Demonstration of an acceptable result)</b>	
<input checked="" type="checkbox"/> Describes a threshold for satisfactory results	<input type="checkbox"/> Does not set a threshold for satisfactory results
<input checked="" type="checkbox"/> Be reasonable but challenging	<input type="checkbox"/> Not reasonable and/or challenging
<input checked="" type="checkbox"/> Be data (numbers) based	<input type="checkbox"/> Not data (numbers) based

<b>Describe and Interpret Results (Provide a description of how well the criteria or threshold was met)</b>	
<input checked="" type="checkbox"/> Related to criteria	<input type="checkbox"/> Not related to criteria
<input checked="" type="checkbox"/> Indicates how well expectations were met	<input type="checkbox"/> Does not indicate how well expectations were met
<input checked="" type="checkbox"/> Describes what was learned that will be useful for decision-making	<input type="checkbox"/> Does not describe what was learned that will be useful for decision-making
<input checked="" type="checkbox"/> Clear/succinct	<input type="checkbox"/> Not clear

<b>Use of Results (What changes were made based on the results?)</b>	
<input checked="" type="checkbox"/> Describes changes that have been made based on results, such as changes in processes or expectations	<input type="checkbox"/> No changes or no justification for why no change is needed
<input checked="" type="checkbox"/> Addresses any gaps in expectations and actual performance	<input type="checkbox"/> Does not address gaps in expectations and actual performance
<input checked="" type="checkbox"/> Demonstrates a commitment to continuous improvement	<input type="checkbox"/> Does not demonstrate a commitment to continuous improvement
<input checked="" type="checkbox"/> Details changes that have been made (past tense)	<input type="checkbox"/> Details changes that have not been made (future tense)