**Program Assessment Plan Evaluation Rubric**

Loma Linda University • Office of Educational Effectiveness

This rubric is based on the [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), pp. 8-15. Before seeking approval from the Office of Educational Effectiveness for all new and modality change program proposals, make sure that all elements on this rubric are correctly answered with a “yes” to reflect the status of the program’s assessment plan.

**Program Name**: **Program Director**:

| **Element** | **Yes** | **No** | **Resource** |
| --- | --- | --- | --- |
| **Program Learning Outcomes (PLOs) and Performance Indicators (PIs)** |
| Five to seven PLOs have been developed. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 8 |
| The PLOs cover the basic areas of the program. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 8 |
| All PLOs begin with an action verb. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 9 |
| Each PLO is clear, concise, and measurable. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 8 |
| Each PLO has one to three (1-3) Performance Indicators.  |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 10 |
| There should be at least one direct measure for each outcome. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 10 |
| **Curriculum Map** |
| The LLU Curriculum Map template was used, unless the program’s professional accreditor requires its own template. |  |  | [LLU OEE Assessment page](https://home.llu.edu/education/office-of-provost/departments-and-divisions/educational-effectiveness/assessment) – mid page |
| All the program’s courses are on the map. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 12 |
| All the ILOs and PLOs are on the map. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 12 |
| Every course has at least one (1) ILO and one (1) PLO. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 13 |
| Appropriate level of instruction is indicated for each course; if the program is externally accredited, use the required scale. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 12 |
| Every ILO and PLO has a Formative (F) assessment. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), pp. 12-13 |
| Every ILO and PLO has *only* one Summative (S) assessment. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 13 |
| **Assessment Matrix** |
| The LLU Assessment Matrix template was used, unless the program’s professional accreditor requires its own template. |  |  | [LLU OEE Assessment page](https://home.llu.edu/education/office-of-provost/departments-and-divisions/educational-effectiveness/assessment) – mid page |
| **Section 1** |
| All the places where learning outcomes are published have been marked; be sure to include the University catalog, since all programs’ PLOs must be published there. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 14 |
| **Section 2** |
| **Col. 1:** All PLOs have been added. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 14 |
| **Col. 2**: Performance Indicators for each ILO and PLO have been added. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 14 |
| **Col. 3:** Assessment tool/s and data collection cycles are noted for each ILO and PLO. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 14 |
| **Col. 4:** The level for success is specifically defined, e.g., “85% of the students will attend at least one professional meeting; 50% will present at such meetings,” “80% of the students will achieve level 3 or higher on the University rubric,” etc. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 15 |
| **Col. 5:** The evaluation and data collection processes are outlined. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 15 |
| **Enter the following assessment analyses into the AMS** ***after* each Assessment Cycle** |
| **Col. 6:** Analyze the collected data for each ILO and PLO. Look for meaningful findings. Mark whether or not the criteria for success has been met. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 15[Assessment Management System](https://myllu.llu.edu/assessment/programs/?tab=dashboard) (AMS) |
| **Col. 7:** Close the assessment loop whenever the criteria for success have not been met by making necessary changes and how the changes have been or will be implemented. |  |  | [LLU Assessment Guide](https://home.llu.edu/sites/home.llu.edu/files/docs/assessment/LLU%20Assessment%20Guide%202020-01-21%20Final%281%29.pdf), p. 15[Assessment Management System](https://myllu.llu.edu/assessment/programs/?tab=dashboard) (AMS) |