

Student Learning Outcome Assessment Calendar

Program: _____

Contact Person: _____

Academic Year: _____

Email or phone: _____

Assessment Cycle Framework

1. Outcomes relevant to the program objectives are identified.
2. Metrics and assignments are implemented for specific outcomes.
3. Data is collected by using the assignments identified.
4. Collected data is analyzed and evaluated by faculty/coordinators.
5. Changes are recommended and implemented based on the measured outcomes.
6. Outcomes identified as continuing to be relevant or changed to new ones (closes the assessment loop).

Year of Program Review Cycle	Semester	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Year 1	Fall					
	Spring					
Year 2	Fall					
	Spring					
Year 3	Fall					
	Spring					
Year 4	Fall					
	Spring					
Year 5	Fall					
	Spring					
Year 6	Fall					
	Spring					
Year 7	Fall					
	Spring					

Best Practices setting up your Program Outcome Assessment Calendar:

- Stagger your outcomes over multiple years so that you are not overwhelmed in a given year.
- Review your assessment regularly to see if you're measuring what you intend and if the data is useful.
- Measure outcomes more than once in a cycle to get an accurate picture across cohorts within a given cycle.

Sample Program Outcome Assessment Calendars:

Sample 5-year cycle with outcomes measured in spring semester courses:

Semester 1: Step 1 – Identify outcomes and Step 2 – Implement metrics and assignments

Semester 2: Step 3 – Measure the outcomes, Step 4 – Analyze the data, and Step 5 – Recommend and implement changes

Year of Cycle	Semester	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Year 1	Fall	Steps 1 and 2				
	Spring	Steps 3, 4, 5				
Year 2	Fall		Steps 1 and 2			
	Spring		Steps 3, 4, 5			
Year 3	Fall			Steps 1 and 2		
	Spring			Step 3, 4, 5		
Year 4	Fall				Steps 1 and 2	
	Spring				Steps 3, 4, 5	
Year 5	Fall					Steps 1 and 2
	Spring					Steps 3, 4, 5

Sample 7-year cycle with outcomes measured in spring semester courses (2 times each):

Semester 1: Step 1 – Identify outcomes and Step 2 – Implement metrics and assignments

Semester 2: Step 3 – Measure the outcomes, Step 4 – Analyze the data, and Step 5 – Recommend and implement changes

Year of Cycle	Semester	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Year 1	Fall	Steps 1 and 2			Steps 1 and 2	
	Spring	Steps 3, 4, 5			Steps 3, 4, 5	
Year 2	Fall		Steps 1 and 2			Steps 1 and 2
	Spring		Steps 3, 4, 5			Steps 3, 4, 5
Year 3	Fall			Steps 1 and 2		
	Spring			Step 3, 4, 5		
Year 4	Fall	Steps 1 and 2			Steps 1 and 2	
	Spring	Steps 3, 4, 5			Steps 3, 4, 5	
Year 5	Fall		Steps 1 and 2			Steps 1 and 2
	Spring		Step 3, 4, 5			Steps 3, 4, 5
Year 6	Fall			Steps 1 and 2		
	Spring			Step 3, 4, 5		
Year 7	Fall	Review assessment from entire cycle				
	Spring					