2023-24 Graduate Program Assessment Guidelines

Each graduate program is required to submit a brief assessment report every other academic year. A template for reporting can be found below. Archived reports and assessment plans can be found in [program assessment sharepoint folders](#).

Graduate Assessment Schedule

All program learning outcomes should be assessed at least once in every 10-year program review cycle. Going forward, graduate programs will submit a brief report about their progress in assessing student learning outcomes every other academic year (in Spring of even numbered years). Units do not need to submit assessment reports during the years they are engaged in Decennial Program Review.

2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Confirm program learning outcomes, Assessment Plan	Graduate Assessment Report		Graduate Assessment Report		Graduate Assessment Report

Templates for assessment reports are provided by the Division Graduate Studies and Office of the Provost and can be found below.

Basic Assessment Plans

We recommend developing a simple assessment plan for when and how student learning outcomes will be assessed helps programs organize assessment efforts each year. In 2023-24, units may also want to update their basic assessment plan to identify when any new outcomes will be assessed and to make revisions based on the new biennial reporting cycle. Current Assessment Plans can be found in Program Assessment Folders, accessed through this webpage: https://provost.uoregon.edu/program-assessment-folder-access

For many graduate degrees, assessment can easily build on what faculty and students are already doing. In many cases, students are asked to pull together what they've learned in a research project, comprehensive exam, thesis, field placement or other culminating experience or assignment. These can serve as the basis for assessing many program learning outcomes. It will also be the case in many programs that faculty often get together to discuss the program and how students are performing, and might make program changes as a result. In short, a graduate program assessment plan should identify:

1. Degree program learning outcomes
2. A schedule describing which outcomes will be assessed and reported on each year
3. A description of a means of assessment for each outcome. Existing assignments can likely serve as a basis for evaluation of learning outcomes. This might be a rubric-based assessment of an assignment, or an evaluation of the results of comprehensive exams or defenses. It might also include % of students completing required trainings such as ethics or teaching trainings.
4. A scheduled conversation among faculty each year to discuss results of assessment and make curricular recommendations where warranted.

Student Learning Assessment reporting template
Each program must assess each program learning outcome at least once in [each program](#) [review cycle](#)*. Use this template for briefly reporting assessment efforts for each learning objective or strategic priority area.*

Complete this brief report and upload it to your [program assessment sharepoint folder](#)*.*

Program Learning Outcome (or Strategic Priority) *List the program learning outcome you assessed.*
Assessment Activities and Interpretation: *Describe how you assessed the Learning Outcome. What evidence did you collect? How was it interpreted? Did the department discuss the results?*
Actions taken to improve program: *The goal of assessment is finding areas for curricular improvements and making those improvements. What actions have you taken to try to make improvements toward better achieving your desired outcomes?*
Future Plans for Assessment: *What needs to happen next related to this learning objective? When will you next assess this learning objective? Does anything need to change to make assessment of this objective more meaningful or useful to the department?*