

Assessment of Learning Detailed Report Instructions

Assessment of student learning is an ongoing process. In order to support departments in the work of setting learning goals, offering instruction, asking a useful question about their students' learning, gathering evidence that helps them understand student achievement, analyzing their evidence, acting on their findings, and examining the results of their implemented interventions, the AoL Committee asks for detailed assessment reports every third year.

A list of programs scheduled to complete the detailed report are shown on the [NMU Assessment of Learning](#) webpage. In years when detailed reports are not due or any accredited programs opting out of NMU AoL processes, departments should use the [Annual Progress Report](#) form to submit to Academic Affairs brief updates documenting completed and planned assessment work for all programs.

To complete the detailed report:

Turn in the *Assessment Planning Guide* NMU uses to organize assessment of student learning work. The guide can be adapted or customized to fit unique program needs, so it is expected that departments' working documents will vary. (This document is available [here](#), link downloads MS Word document, or at the [NMU Assessment of Learning](#) webpage.)

Include in the report:

1. Names and roles of core assessment team members.
2. Articulated faculty-approved program learning outcomes.
3. Faculty-approved program curriculum map.
4. Assessment question(s).
5. Intended purpose and/or actual use of assessment findings.
6. Evidence of student learning. (Quantitative and/or qualitative data; indirect measures may be included, but at least some direct measures are essential.)
7. Discussion of evidence.
8. Plan for responding to what the evidence shows the department.
9. Results of evidence-based intervention. (What was changed as a result of your evidence-based conclusions, and what resulted from that change?)

Important Note: Departments at NMU are in various stages assessing student learning. *Not all departments will have completed the work to report on all of the above in any given report.*

Departments should present to the AoL Committee documentation of the work that has been completed and discussion of work that is planned. **Planned work should present a reasonable timeline and work plan to complete a full turn through the assessment helix, ending with the ability to report on all of the above.**

For more information about anything related to AoL, contact:

[Lex van Blommestein](#), Faculty Chair, Assessment of Learning Committee, Theatre and Dance
[Daniel Cullen](#), Director of Institutional Accreditation & Assessment, Institutional Effectiveness