

THE STUDENT AFFAIRS ASSESSMENT PLAN 2005 - 2006

Directions For Completing Form:

Purpose of the Form

The Committee recognizes that much is changing within Student Affairs, particularly with regard to assessment of our activities, programs, and facilities. Much has been done in the last year. Current assessment practice has been validated and improved. In many cases, new assessment initiatives are being developed.

The purpose of this form is to describe your departmental Assessment Plan for the year 2005 - 2006. It will allow you to describe your current assessment activities, as well as your plans for improving and/or expanding your assessment activities.

Description of the Form

You will note that the Form has seven sections corresponding to the elements of the Comprehensive Model of Assessment. It includes Measures of (1) Frequency, (2) Needs, (3) Satisfaction, (4) Campus Environments and Student Cultures, (5) Outcomes, (6) Benchmarking, and (7) Effectiveness. A description of each component is included on the Form.

Each section has two subsections, one to describe your Current Means of Assessment and the other to describe your Proposed and/or Additional Means of Assessment. These two sections, taken together, document the development of your assessment plan for the coming year, by describing both your established assessment practices and your new initiatives.

Use of the Form

Your assessment practices and plans will be collated and placed into a *Student Affairs Assessment Grid, 2005 - 2006*. This will allow us to see, in a glance, the richness of our current assessment practice and will help us identify directions for improvement.

**The Assessment Committee
Student Affairs
Valdosta State University**

Directions for Completing the Form

1. *Review the attached Assessment Inventory Report that your department completed in Summer 2004.* Note particularly the Committee Comments directed to each element of The Comprehensive Model of Assessment (Frequency, Needs, etc.). They were “Satisfactory”, “Needs Further Development”, “Needs Further Information”, or “Needs Development”.

Depending on The Committee comments, you may have decided to keep some assessment processes in place for some elements. In that case, you would describe your current assessment practices in the “Current Assessment” subsection and leave the “Proposed Assessment” blank.

If you plan to modify your current assessment methods, you might use both the “Current Assessment” and “Proposed Assessment” subsection.

If you have developed new assessment processes, then you would probably leave the “Current Assessment” subsection blank and describe your new methods in the “Proposed Assessment” subsection.

2. “Current Means of Assessment”. *Summarize your present practices which will be your assessment methodology for the next year.* Describe particularly:
 - When is assessment done?
 - Who does the assessment?
 - What/who is assessed?
 - How are they/it are assessed?
 - How the results are analyzed?
 - How the results are communicated and to whom?
 - How the results are used?
3. “Proposed and/or Additional Means of Assessment”. *Summarize your new assessment plans for the next year.* Describe particularly:
 - When is assessment to be done?
 - Who will do the assessment?
 - What/who will be assessed?
 - How will they/it be assessed?
 - How will the results be analyzed?
 - How will the results be communicated and to whom?
 - How will the results be used?
4. *Make attachments as needed.*