

Learning Outcomes Assessment Plan
New Mexico State University, Division of Student Success

Department/Unit: *Dean of Students: Campus Activities*

Outcome: *Students who attend a preparation workshop prior to presenting at the Student Leader Conference will be able to create and present an effective session.*

Step 1 - The Overall Plan

How are you teaching this?	To whom are you teaching?	How will you measure learning? (the measurement)	What will you use to measure learning? (the measurement tool)	How often will you assess this learning?
Preparation Workshop (one hour)	Students submitting presentation proposals for Student Leader Conference	Direct Measure: 1) # of students improving on post-session quiz compared to pre-session quiz; 2) # of presenters evaluated as "very good" or "excellent" on presentation	1) Pre- and Post-Session Quizzes; 2) Observer evaluation	Annually, in accordance with Student Leader Conference
		Indirect Measure:		
		Direct Measure:		
		Indirect Measure:		

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Step 2 - the Details of Assessment (first measurement)

Please complete the following for each measurement listed in your Plan. Each section corresponds to the columns listed in your Plan.

1. Measurement: List one measurement for the learning outcome (as listed in your Plan); include if it is a direct or indirect measurement

Direct Measure: # of students improving on post-session quiz compared to pre-session quiz

2. Population/Sample: Clearly define the "students" you are teaching. Decide if you will assess the entire population (all of the students) or if you will "sample" this population. If you will sample, describe your sampling methodology.

Population: Students submitting presentation proposal for Student Leader Conference	Sample and Sampling Methodology (who, how many, selection, how often): All attending information/training session
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3. Measurement Tool(s): Describe the tool, who will create (own) it, and who will administer it.

Tool Description Pre- and Post-Session Quiz administered during session	Who will create it or obtain it? Bruce Vandevender	Who will administer it? Bruce Vandevender & Susan Waldo
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4. Evaluation Method(s): Describe how the tool described in #3 will be analyzed, who will create the methodology, and who will gather/analyze the data

Evaluation Description (ex: Rubric, analysis program, etc) Scoring quizzes for accurate responses, and comparing scores for each individual	Who will create the methodology, and how Bruce Vandevender & Susan Waldo	Who will gather / analyze the data? Bruce Vandevender & Susan Waldo
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5. Timeframe and Cost: Consider when the activity will be measured, how often, and cost for each administration

When? Annually in October	How Often? Annually	How much will it cost? None (incidental copying)
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Outcome: *Students who attend a preparation workshop prior to presenting at the Student Leader Conference will be able to create and present an effective session.*

Step 2 - the Details of Assessment (second measurement)

Please complete the following for each measurement listed in your Plan. Each section corresponds to the columns listed in your Plan.

1. Measurement: List one measurement for the learning outcome (as listed in your Plan); include if it is a direct or indirect measurement

Direct Measure: # of presenters evaluated as "very good" to "excellent" on presentation

2. Population/Sample: Clearly define the "students" you are teaching. Decide if you will assess the entire population (all of the students) or if you will "sample" this population. If you will sample, describe your sampling methodology.

Population: Students submitting presentation proposal for Student Leader Conference	Sample and Sampling Methodology (who, how many, selection, how often): All students attending information/training session and presenting at Student Leader Conference
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3. Measurement Tool(s): Describe the tool, who will create (own) it, and who will administer it.

Tool Description Observer evaluation	Who will create it or obtain it? Bruce Vandevender	Who will administer it? Session evaluators
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4. Evaluation Method(s): Describe how the tool described in #3 will be analyzed, who will create the methodology, and who will gather/analyze the data

Evaluation Description (ex: Rubric, analysis program, etc) Rubric	Who will create the methodology, and how Bruce Vandevender & Susan Waldo	Who will gather / analyze the data? Bruce Vandevender & Susan Waldo
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5. Timeframe and Cost: Consider when the activity will be measured, how often, and cost for each administration

When? Annually in October	How Often? Annually	How much will it cost? None
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