

Assessment Planning Guide *(sample prepared by M. Brau)*

Program/Discipline: English Division: Arts and Sciences

Faculty preparing plan: Profs. A, B, C, D, E

Part I: Determine Expectations (CONTENT to be assessed)

Process	Program or discipline response
State expected learning outcomes	Students completing an English major will be able to <ul style="list-style-type: none"> • close-read and interpret passages of literature • use ideas and concepts from a variety of schools of literary theory to analyze literature • recognize historical trends, tropes, forms of figurative language • write clear and insightful analyses of literary works
Identify where expected outcomes are addressed in the curriculum	<ul style="list-style-type: none"> • introductory course for the major, English 2000: Literary Analysis • capstone course for the major, English 4038: Critical Thinking
Determine methods and criteria to assess outcomes	Final essays from English 2000: Literary Analysis and capstone course for the major, English 4038: Critical Thinking will be copied and sent to an external evaluator, Dr. Jordan Landry, assistant professor of English at the University of Wisconsin-Oshkosh, who will read the essays and write a summary assessing the development of skills and concepts that the English major emphasizes.
State level of expected performance	<ul style="list-style-type: none"> • the majority of 2000 papers will show mastery of the skills required for synthetic thinking • the majority of 4038 papers will show an advanced ability to engage in analogical thinking and critical analysis
Identify and collect baseline information	An internal review committee of faculty evaluates randomly selected final exams from surveys of British and American literature, pre-major required courses.

Part II: Determine Timing, Cohort(s), Assign Responsibility (PEOPLE assignments)

Process	Program or discipline response
Determine whom you will assess	<ul style="list-style-type: none"> a random sample of majors completing surveys of British and American literature will be evaluated by an internal faculty team. a random sample of majors taking EN 2000 and EN 4038 will be evaluated by an external evaluator.
Establish a schedule for assessment	<ul style="list-style-type: none"> A random sample of majors' final exams from surveys of British and American literature will be blind-scored by an internal team of faculty evaluators during Fall term annually A random sample of final essays from EN 2000 and EN 4038 will be copied and sent to an external evaluator annually in May.
Determine who will interpret results	Department faculty will analyze and interpret the curricular implications of the evaluator's report.

Part III: Interpreting and Sharing Results to Enhance Institutional Effectiveness (COMMUNICATION)

Process	Program or discipline response
Interpret how results will inform teaching/ learning and decision making	The external evaluator's summary will be analyzed to ascertain whether the recently added required course in critical thinking has been effective in improving student skills.
Determine how and with whom you will share interpretations	Analysis of the results will be shared among faculty and administrators. Interpretations and curricular changes as a result of assessment and analysis will be shared with the Curriculum Committee and with students.
Decide how your program or discipline will follow-up on implemented changes	Depending on the evaluator's report, the department faculty will review and consider whether to retain or revise the critical thinking course requirement for majors.