

**Directions:** Please fill in the 6 blue shaded items below with brief sentences – required for reporting to the Learning Council.

### Save and Send Your Work...

*To type in this form please “save” this file to your computer. Exit your e-mail. Open this file on your computer.*

*Select “save as” and rename the file to add your program and last name.*

*For example the file “...template” would be renamed and saved as “...template Subject Area Jones.” Save your work along the way.*

**Due Date:** *Please e-mail your completed form by attaching it to an e-mail message and sending it to Jessica King ( [jking84@valenciacollege.edu](mailto:jking84@valenciacollege.edu) ) by Tues., May 15<sup>th</sup>.*

**We will have attached this page from your original plan, please complete this only if your leadership team has changed.**

Academic Program / Discipline Area (for General Education) or Co-Curricular Program Area				
Diagnostic Medical Sonography				
Planning Team Leader(s) <sup>1</sup>	Campus	E-mail Address	Phone Extension	Mail Code
Planning Team Members <sup>2</sup>	Campus	E-mail Address	Phone Extension	Mail Code

<sup>1</sup> Planning Team Leaders assume the responsibility for coordinating activities associated with the expectations for the design, approval and implementation of Assessment Plans.

<sup>2</sup> Planning Team membership, whenever possible, should reflect the ***Principles for selection of members for assessment plan work teams***. For faculty teams the principles include: College-wide representation where possible; Full-time faculty from the respective program / discipline (tenured, tenure track, and non-tenure earning 4 / 8 / 10 month faculty); Adjunct faculty when an adequate number of full-time faculty do not teach in the program / discipline; Faculty from both disciplines or programs when an outcome is assessed in two programs or a program other than the primary discipline. For plans developed in Student Affairs planning teams should include the following: College-wide representation where possible; Staff from the targeted program area; Part-time Student Affairs professionals when an adequate number of full-time staff do not work in the targeted program area; Faculty / staff from other program / discipline areas working on the same or similar outcomes; Students representation when possible.

Please fill in the blue shaded areas with brief sentences. A second page is provided for longer comments.

These six items are required for the report to the Learning Council.

## Documenting the Assessment Process

1. In a sentence or two, what did you do and who was responsible for coordinating the collection of student artifacts / data?  
Linda Shaheen is responsible for the collection of the data. In the Son2834L Clinical Sonography IV, students have 3 rotations and 3 clinical evaluations that are completed. These 3 evaluations were collected and data was compiled in the areas that pertained to communication. Students receive scores going from Outstanding to Unacceptable.
2. At what point in the academic year / semester were the student artifacts / data collected?  
The data is collected at the end of Spring term.

## Improvement Plan and Use of the Assessment Results – Next Year’s Cycle

3. What were your results? (Please e-mail the data when you submit this form if possible, for example rubric scores in an Excel sheet.)  
The results showed that all 5 students improved to outstanding or competent and were performing at the appropriate skill level for students about to graduate.
4. What are the changes / improvements you plan to make within the curriculum (targeted courses), co-curricular program, or student activity over the next year? (Please use the following page if you need more space for your response.)  
No changes at this time. Would like a larger sample (only 5 this year) and to have 2 to 3 years worth of data to analyze.
5. What changes, if any, will be made to the common course outlines, the catalog, etc.  
None

## Next Steps – Planning for Next Year’s Cycle— Academic Year 2012-2013

6. What are your next steps – acting on the results? (These steps will guide others in the next cycle... moving the process forward.) If these steps include the development and implementation of a new assessment, include that information here. If you plan to change the current assessment or the program learning outcome that you focus on, you will want to do that here.  
The results were positive and this suggests that students are performing at a competent or outstanding level. We plan to keep reinforcing communication skills throughout the program.

Please include the name of the person completing this page and your program:

Barbara Ball

Diagnostic Medical Sonography

Program Chair

## Additional Space for Comments (Optional)

3) *If you have additional comments for the following question, please share them here:* What were your results?

4) *If you have additional comments for the following question, please share them here:* What are the changes / improvements you plan to make within the curriculum (targeted courses), co-curricular program, or student over the next year?

6) *If you have additional comments for the following question, please share them here:* What are your next steps – acting on the results? If these steps include the development and implementation of a new assessment, include that information here. If you plan to change the current assessment or the program learning outcome that you focus on, you will want to do that here.

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<b>Sign In Sheet for Assessment Day</b>			
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Name	Dept.	Date	Event

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