The Higher Learning Commission states that its mission is to assure “quality by verifying that an institution 1) meets threshold standards, and 2) is engaged in continuous improvement.” A marker of an effective institution is that it uses data for analysis, planning, and improvement.

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| **Outcome** | **Assessment method** | **Criterion** | **Timeline** | **Feedback Loop** |
| Articulate learning outcomes for your program. A program may also articulate administrative or strategic outcomes. To link the outcome to the strategic plan, click on “Related Goals” under “Plan” in TracDat. | How will you measure this outcome? Identify the instrument where it is used. (For example, The final analysis paper in FREN 321.) | How will you know you have achieved the outcome?  (For example, 90% of students will achieve at least a competent level for selected components of the rubric.) | When will you collect results from the method?  (For example, every time the course is offered.) | Who will be involved in evaluating the results and making decisions about changes? When will you get together to review results?  (For example, core faculty will review results during the spring departmental assessment meeting.) |
| **Results** | **Result Type** | **Result Status** | **Action** | **Follow-up** |
| What were the results of the assessment?  (In 2015-16, 82% (23/28) of students achieved at least a competent level for the research outcome components of the rubric.) | Did you meet the criterion you established? Or did you not meet it?  (Not met) | If you met the criterion and are satisfied, select “Loop Closed.” If the results indicate room for improvement, select “Pending Follow-up.” | What changes are you planning to implement based on this assessment?  (In 2016-17, faculty teaching FREN 321 will require a draft of the analysis paper and will provide feedback on the draft.) | If you have identified changes, repeat the assessment (usually the following year). Add the new results under “Results.” In the “Follow-up” slot, refer to the new results and summarize your conclusions. |