

Division of Enrollment and Student Services

Assessment Plan Report

This form is to be used to plan and report the findings of assessment projects in the Division of Enrollment and Student Services. Assessment plans should be forwarded to Sara Wilson both prior to the start of the project (Sections 1 and 2) and at the conclusion of the project once your findings have been recorded (Section 3).

Questions??? Contact Sara Wilson at sara.wilson@wwu.edu or by calling 360 650 4332.

SECTION 1: PROJECT INFORMATION

Primary Contact Name for the Assessment Project: [Click here to enter text.](#)

E-mail Address for Primary Contact Person: [Click here to enter text.](#)

Phone # for Primary Contact Person: [Click here to enter text.](#)

Other Contacts for this Assessment Project: [Click here to enter text.](#)

Name of Assessment Project: [Click here to enter text.](#)

Description of Assessment Project, including the Main Questions this Project Attempts to Answer: [Click here to enter text.](#)

Project Launch Date

Department(s) Involved in this Assessment Project: Check **ALL** that apply to this project.

- | | |
|---|---|
| <input type="checkbox"/> Academic and Career Development Services | <input type="checkbox"/> Prevention and Wellness Services |
| <input type="checkbox"/> Admissions and Enrollment Planning | <input type="checkbox"/> Registrar's Office |
| <input type="checkbox"/> AS Bookstore | <input type="checkbox"/> Student Health Center |
| <input type="checkbox"/> Athletics | <input type="checkbox"/> Student Life |
| <input type="checkbox"/> Campus Community Coalition | <input type="checkbox"/> Student Outreach Services |
| <input type="checkbox"/> Campus Recreation Services | <input type="checkbox"/> University Dining Services |
| <input type="checkbox"/> Counseling Center | <input type="checkbox"/> University Residences |
| <input type="checkbox"/> disAbility Resources for Students | <input type="checkbox"/> VU Facilities |
| <input type="checkbox"/> Ethnic Student Center | <input type="checkbox"/> VU Student Activities |
| <input type="checkbox"/> Financial Aid | <input type="checkbox"/> Western L.E.A.D.S. |
| <input type="checkbox"/> New Student Services/Family Outreach | <input type="checkbox"/> Other: Click here to enter text. |

Population/Sample Being Assessed: [Click here to enter text.](#)

Type of Assessment: Check **ALL** the types of assessment that apply to this project.

- | | |
|---|--|
| <input type="checkbox"/> Operational outcomes | <input type="checkbox"/> Resource effectiveness studies |
| <input type="checkbox"/> Student learning outcomes | <input type="checkbox"/> Benchmarking |
| <input type="checkbox"/> Usage assessment | <input type="checkbox"/> Strategic planning |
| <input type="checkbox"/> Needs assessment | <input type="checkbox"/> Comprehensive program/department review |
| <input type="checkbox"/> Satisfaction studies | <input type="checkbox"/> Other: Click here to enter text. |
| <input type="checkbox"/> Climate/culture assessment | |

Assessment Methods: Check **ALL** assessment methods that will be used in this project.

For a description of various assessment methods, visit <http://www.dartmouth.edu/~oir/pdfs/Assessment%20Techniques%20Overview.pdf>

- | | |
|--|---|
| <input type="checkbox"/> Capstone/culminating experience | <input type="checkbox"/> Observation |
| <input type="checkbox"/> Checklists | <input type="checkbox"/> Quasi-experiments |
| <input type="checkbox"/> Concept map | <input type="checkbox"/> Ratings of skills/Rubrics |
| <input type="checkbox"/> Content analysis | <input type="checkbox"/> Surveys |
| <input type="checkbox"/> E-portfolios/Portfolios | <input type="checkbox"/> Testing instruments |
| <input type="checkbox"/> Focus groups | <input type="checkbox"/> Tracking |
| <input type="checkbox"/> Interviews | <input type="checkbox"/> Visual Collection |
| <input type="checkbox"/> Narrative/journaling | <input type="checkbox"/> Other: Click here to enter text. |

Data Reporting: What method(s) do you plan to use in reporting your data and with whom will the data be shared?

[Click here to enter text.](#)

SECTION 2: PROJECT RELATIONSHIP TO INSTITUTIONAL/DIVISIONAL INITIATIVES

Strategic Goals: Of Western's strategic goals, which will be supported through this assessment project? Select none if this project does not support any of the institution's strategic goals.

- Goal 1: Build upon Western's strengths to address critical needs in the State of Washington
- Goal 2: Expand student access to rigorous and engaging baccalaureate and graduate education
- Goal 3: Foster and promote life-long learning and success in an ever-changing world
- Goal 4: Apply Western's expertise and collaborative approach to scholarship, creativity and research in ways that strengthen communities beyond the campus
- Goal 5: Serve as a model for institutional effectiveness, innovation, diversity, and sustainability
- None

Core Themes: Of Western's core themes, which will be supported through this assessment project? Select none if this project does not support one of the core themes for accreditation.

- Core Theme 1: Serving the State of Washington by Expanding Student Access
- Core Theme 2: Foster Student Success
- Core Theme 3: Strengthen Communities Beyond the Campus
- None

Divisional Areas of Key Strategic Focus: Of the Division's key areas of strategic focus, which will be supported through this assessment project? Select none if this project does not support any of the division's key strategic focus areas.

- Enrollment Planning & Recruitment
- Strategic Financial Planning & Job Placement
- Progress toward Degree and Retention of Specific Populations
- None

Divisional Learning Outcomes: Of the Division's learning outcomes, which will be supported through this assessment project? Select none if this project does not support any of the division's learning outcomes.

Acquisition, Integration, and Application of Complex Knowledge
Students acquire, reflect on, and integrate complex knowledge, ideas, and theories and apply them to current and future learning and life experiences.

Intrapersonal and Interpersonal Competence:
Students reflect and self-assess, gain self-confidence, communicate with honesty and respect for self and others, and engage in healthy relationships.

Practical Competence
Students take responsibility to meet their learning and personal needs, develop and implement an intentional curricular and co-curricular plan, and use campus resources.

Responsible Leadership
Students develop moral and ethical reasoning, skills, attitudes, and behaviors required for making decisions for and about themselves and the communities around them.

Social Responsibility
Students seek, respect, and integrate diverse perspectives of others as a resource for learning, work, and responsible local and global citizenship.

Stewardship of Individual and Community Health
Students exercise good judgment in caring for their own health and demonstrate responsibility for the economic, social, and environmental health of their communities.

None

Departmental Learning Outcomes: Please list any student learning outcomes your department has created that are associated with this project. [Click here to enter text.](#)

General Comments: [Click here to enter text.](#)

SECTION 3: POST ASSESSMENT FINDINGS

The following section should be completed at the conclusion of the assessment project.

Project Completion Date

Summary of Findings: What were some of the main results and what did you learn from them? If applicable, what were some unanticipated findings? If applicable, how did your findings relate to any institutional and/or division initiatives?
[Click here to enter text.](#)

Summary of Changes: What changes will you be making based on the findings or anticipated findings?
[Click here to enter text.](#)

Resource Allocation: What impact will the results, or anticipated results, have on resource allocation?
[Click here to enter text.](#)

Lessons Learned: What challenges did you face or lessons that you learned when implementing this project? As a result, what would you do differently next time?
[Click here to enter text.](#)

Additional Information: Include any supplemental information, URLs to reports, etc.
[Click here to enter text.](#)

General Comments: [Click here to enter text.](#)