

# STARS ASSESSMENT PLANNING FORM

- ★ **Step 1:** Start with Strategic and Student Learning Outcomes that are aligned to Institutional Mission/Goals
- ★ **Step 2:** Target both Direct and Indirect measures and performance levels
- ★ **Step 3:** Analyze and Review Performance Data
- ★ **Step 4:** Reflect on Results in relation to outcome
- ★ **Step 5:** Strengthen programs/services through Continuous Improvement

<b><u>SECTION I GENERAL INFORMATION</u></b>	
<b>Academic Year</b>	Select an Academic Year
<b>Program/Department</b>	Click here to enter text.
<b>College/School/Division</b>	Click here to enter text.
<b>Contact Person(s)</b>	Click here to enter text.
<b>Date Submitted, Steps 1-2 (Assessment Plan)</b>	Click here to enter a date.
<b>Date Submitted, Steps 3-5 (Assessment Report)</b>	Click here to enter a date.

<b><u>SECTION II INSTITUTIONAL MISSION/GOALS CONNECTION</u></b>	
<b>Unit Mission Statement</b>	Click here to enter text.
<b>Unit Goals</b>	Click here to enter text.
<b>Linkage to College/School/Division Strategic Plan</b>	Click here to enter text.
<b>Linkage to University Strategic Plan (2020 Vision With Courage)</b>	Click here to enter text.
<b>Linkage to BOG Performance Funding Metrics</b>	Click here to enter text.

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## SECTION III\_ STARS FIVE STEPS

### OUTCOME #1

<b>Step 1</b> <b>S</b>	<b>Strategic and Student Learning Outcome/Objective</b>	State your outcome.				
	<i>Outcome Type</i>	Select an Outcome Type				
	<i>Related College/School/Division Goals</i>	List the number of the college/division goal that this outcome is related to. Choose from listed goals in section II				
	<i>Related University Goals</i>	List the number of the strategic plan goal that this outcome is related to. Choose from listed goals in section II				
	<i>Related Performance Metrics</i>	Select a related performance funding metric				
	<i>Related Sustainability Initiatives</i>	Select an initiative				
	<i>Related Gen Ed Outcomes</i>	Select a related General Education Outcome				
<b>Step 2</b> <b>T</b>	<b>Target Performance Levels</b>	<b>Measures</b>	<b>Direct</b>	<b>Indirect</b>	<b>Targeted Performance Level</b>	
		List method/tool	<input type="checkbox"/>	<input type="checkbox"/>	State criteria for success	
		List method/tool	<input type="checkbox"/>	<input type="checkbox"/>	State criteria for success	
		List method/tool	<input type="checkbox"/>	<input type="checkbox"/>	State criteria for success	
<b>Step 3</b> <b>A</b>	<b>Analyze and Review Results</b>	<b>Measures</b>	<b>Actual Performance Level</b>		<b>Met</b>	<b>Not Met</b>
		List method/tool	State actual results		<input type="checkbox"/>	<input type="checkbox"/>
		List method/tool	State actual results		<input type="checkbox"/>	<input type="checkbox"/>
		List method/tool	State actual results		<input type="checkbox"/>	<input type="checkbox"/>
<b>Step 4</b> <b>R</b>	<b>Reflect on Results</b>	<b>Check One:</b> <input type="checkbox"/> Outcome Achieved <input type="checkbox"/> Outcome Not Achieved <input type="checkbox"/> Outcome Not Achieved w/ Improvements				
		Provide a summary of your results and indicate whether targeted performance levels were met/not met.				
<b>Step 5</b> <b>S</b>	<b>Strengthen programs/services</b>	Will this outcome be reassessed next year? If yes, state your plan of action to improve the unit's programs and/or services relative to this outcome. If no, explain.				