Department/Program Self-Assessment Plan Basic Template

Program Name:
Department:
College/School:
Program Director/Program Contact (Name, email, NJIT extension)

Department Mission Statement
Write a brief, concise statement of the department’s mission/goals and explain how it aligns with the College mission and strategic vision of the university and the college.

The Program’s Student Learning Outcome
Write concise statements of the core skills and/or knowledge that students are expected to acquire by completing each of the degree programs offered by the department. Explain how program SLOs relate to department goals.

Course Student Learning Outcomes (SLOs)
For each degree program offered by the department, list, in sentence form, what the students in each required course will be able to do or know upon completion of the course. Explain how each course contributes to achieving program outcomes.

Assessment of SLOs
List and describe the sources of data that are used to determine if the SLOs have been achieved. Explain how the data will be analyzed and interpreted. Both qualitative and quantitative methods should be incorporated into the program evaluation. Program data for student enrollment, retention, graduation, GPA, etc., is available from Institutional Research and should be included in the analysis of program success.

Course Syllabi
Syllabi should clearly state the SLOs for the course and explain how they contribute to the program learning outcomes. Courses with multiple sections should have the same SLOs.