*Please share with your faculty:*

**Reflecting On, Revising, and Refining Program-Level Assessment Processes**

The end of one semester, and the beginning of another, presents an ideal time for programs to reflect upon current program-level assessment practices. Many programs have now analyzed, discussed, and shared their assessment results from last semester, and also are thinking about their specific assessment activities for the upcoming semester. Equally important is for programs to reflect upon their overall program-level assessment process. An important aspect of engaging in meaningful assessment is periodically reflecting upon different aspects of the process, and if necessary revising and refining it. Just as engagement in the assessment process should be collaborative, so should review of the assessment process. A periodic review of the assessment process should involve program administrators, faculty, and outside stakeholders. Aspects of the process that should be periodically reviewed include program mission statements, goals and objectives, curricula, methods of assessing objectives, ways of gathering and analyzing assessment data, and methods of sharing, reporting, and discussing the use of assessment data to inform the program. For example, it is important for programs to meet and discuss their current program-level student learning goals and objectives to ensure that they are aligned with current curricula and reflective of the desired skill-sets needed for employment or graduate study. In addition, programs should reflect upon and discuss ways of refining their collection of assessment results to ensure that the most effective and efficient methods are being utilized. To help reflect upon your program’s assessment process, here is a link to a [**list of guiding questions**](../A%20Guide%20to%20Periodically%20Assessing%20Program-Level%20Assessment%20Processes.pdf) to consider.

**Check out!** Kelly, V. (2013). [Assessing assessment: Five keys to success](http://www.facultyfocus.com/articles/educational-assessment/assessing-assessment-five-keys-to-success/). *Faculty Focus*. Retrieved January 24, 2017 at http://www.facultyfocus.com/articles/educational-assessment/assessing-assessment-five-keys-to-success/.

**Please share examples** of ways your program has reflected upon, and revised or refined its assessment process, and I will feature those examples on [YU’s Learning Assessment Website](http://yu.edu/provost/assessment/).

**Important reminder:** If you have not already done so, please remember to submit to me ASAP your program’s end-of-semester Assessment Activity Report.

**Please contact me** if you have any comments or questions on any aspects of your program assessment activities.