MASTER OF ARTS IN ARTS ADMINISTRATION
ASSESSMENT PLAN REVIEW CYCLE
24 May 2017 version

ASSESSMENT ACTIVITY	ASSESSMENT ACTIVITY REVIEW CYCLE	DATE REVIEW COMPLETED	CHANGE IN ASSESSMENT ACTIVITY	DATE CHANGE IMPLEMENTED
Student Evaluations of Courses (Indirect)	Every five years (2017-18)			
Program Director's Classroom Observation of Instruction (Indirect)	Every five years (2016-17)	September 2016	Expand observations to include faculty/admin personnel outside the program—other grad faculty. The observation checklist was updated, enhanced, and expanded a year ago by the program director.	Spring 2017
Faculty Meetings (Indirect)	Every Semester		Continue monthly	Fall 2017
Reflection Essays (Direct)	Every Four Years (2016-17)	February 2017	Faculty agreed that this is the most relevant assignment for students to make connections in their thinking. Add specific instructions to draft the reflection is narrative paragraph form,	Fall 2017

			using MLA formatting guidelines.	
Arts Event Response (Direct)	Every Four Years (2015-16)	October 2015	Condensed first four elements of the assignment and made parallel changes to the rubric.	
Courses Assignments (Direct)	Every Two Years (2014-15)	January 2015	Add global content to: ARTA 600, 610, 640, and 670; Add research assignment to ARTA 670	Fall 2015
Course Assignments (Direct)	Every Two Years (2016-17)	January 2017	Created a new writing assignment for all content courses (ARTA 600-670). Monthly Reflection on the Readings). This adds more academic rigor to the content courses and emphasizes writing and critical thinking. Dropped from the Process Portfolio the Study Guide Assignment, as the above new assignment addresses the SLO. .	Fall 2017

Monthly Literature Reviews (Direct)	Every Four Years (2013-14)	February 2014	Added purpose of assignment; created rubric with explicit expectations	Fall 2014
Process Portfolio (Direct)	Every Four Years (2015-16)	October 2015, February 2016	Tried to use BB ePortfolio tool, but abandoned it. All PP will be done digitally in Dropbox. Also, decision to unfold the professional development portfolio gradually over the two years, rather than require all elements addressed every semester.	
Pre-Program Survey (Indirect)	Every Four Years (2015-16)	October 2015	added prompts about global issues, technology and arts for social change	Fall 2016
Mid-Program Survey (Indirect)	Every Four Years (2016-17)	January 2016	added prompts about global issues, technology and arts for social change. Will review data after a few years.	Fall 2017
Exit Survey (Indirect)	Every Four Years (2017-18)			

| Internship Research Project (Direct) | Every Four Years (2016-17) | February 2017 | Edit the instructions to say "discussing an approved topic of interest to you."

Add an assignment goal about developing skills in writing a literature review

Add to grading info at the bottom of the instructions page that the literature review should discuss/analyze the sources the student is citing in the overall research paper. Refer students to Chapter 6 of the Bui book for guidelines about how to do a lit review.

Change due date on instructions to: topic approval at Jan module; first draft due on Friday of Feb module, final draft due on Friday of March module. | Spring 2018 |

			Add a rubric component about the literature review.	
Practitioner Interview Project (Direct)	Every Four Years (2018-19)			
Capstone Proposal (Direct)	Every Four Years (2017-18)			
Capstone Research Paper or Project (Direct)	Every Four Years (2018-19)			
Professional Development Plan (Direct)	Every Four Years (2014-15)	May 2015	Consulted with Winthrop Career Center on resume writing, expectation calibration, and transferrable skills. They will be working with students in 15-16 year on resumes and PDP	Fall 2015