

PROGRAM ASSESSMENT PLANNING FORM

Program to be assessed:

Title: Human Services Program

Division: MNB

Department: BEH

Code: AAHUST

Type of Award:

A.A.
 Cert.

A.S.
 Adv. Cert.

A.A.S.
 Post-Assoc. Cert.

Cert. of Completion

Assessment plan:

Learning outcomes to be assessed	Assessment tool	When assessment will take place	Describe population to be assessed	Number of students to be assessed
Students will demonstrate the ability to successfully perform job duties at a local human services agency.	Internship Placement Evaluation Form	Winter 2008 and every three years thereafter	Students in HSW 230	All students in course

Scoring and analysis of assessment:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric/scoring guide.

Program assessment will be accomplished by students' performance in the program internship course, "HSW 230: Field Internship and Seminar." HSW 230 is the capstone course for the Human Services Program: students must have taken at least three of the courses in the program core curriculum in order to be eligible to take HSW 230. HSW 230 consists of the student performing 180 service-learning hours at a human services agency. Students are also required to attend a seminar one hour per week, where they are expected to process the internship experience. In sum, the internship is the arena in which students have the opportunity to apply their academic learning in a real-life setting.

At the end of the student's 180 hours, the field supervisor – who is an agency employee, not a WCC employee – evaluates the student's performance. The supervisor evaluates the student on the basis of 13 measures (see attachment C). It is our contention that the evaluation of the field supervisor is both objective (since the supervisor is not a WCC employee), and the best specific measure of the program's stated general outcome: to "prepare students for a career in the helping professions."

Attachment A: Program Mission Statement (used in formulating program outcome)

Attachment B: Description of HSW 230 as a capstone course.

Attachment C: Form used by field supervisors in evaluating student interns.

Attachment D: Background information describing the structure of the internship.

Attachment E: Rubric explaining how the evaluation form (attachment C) is scored.

Note: most of the above material is found in the HSW Student Handbook, which is available upon request.

2. Indicate the standard of success to be used for this assessment.

In each section assessed, at least 70% of students must receive "Performs Beyond Expectations" or "Meets Expectations" on all measures evaluated by the field supervisor. (Note: scoring will not include those measures marked "Not Able to Evaluate.")

PROGRAM ASSESSMENT PLANNING FORM

3. Indicate who will score and analyze the data (data must be blind-scored).

Human Services Faculty will score the completed evaluation forms.

4. Explain the process for using assessment data to improve the program.

Items marked "Needs Improvement" will be analyzed to see if program revisions are needed.

Submitted by:

Name: Chris M. Siehl

Chris M. Siehl

Date: July 24, 2008

Print/Signature

Dept. Chair:

STARR BURKE / STARR BURKE

Date:

8/4/08

Print/Signature

Dean:

Martha Shous

Date:

7/25/08

Print/Signature

Please return completed form to the Office of Curriculum & Assessment, SC 247.

logged 7/31/08 sj/sc
Office of Curriculum & Assessment

Approved by the Assessment Committee 10/10/06