

Examples - Turning a Goal into an Outcome

Example 1:

Existing Outcome/Goal: Faculty will perceive that De Anza's customized multi-media classrooms and audio/video production are well supported and are designed to meet the specialized needs of their course.

Learning Outcome Statement: Faculty will have the skills and knowledge to effectively use De Anza's customized multi-media classrooms and/or audio/video production in order to meet the specialized needs of their course.

Survey Assessment: At the end of a training session, administer a short evaluation that asks faculty if they now have the skills and knowledge needed to effectively use the multi-media classrooms and/or audio/video production tools in order to meet the needs of their course.

Example 2:

Existing Outcome/Goal: Administrators, deans, faculty, and associated staff will report an ability to review the current fund balance available in authorized Self-Sustaining funds. Self-Sustaining programs are expected to generate income, or use accumulated balances to facilitate expenses. Spending is dependent upon the ability to generate sufficient revenue and adequately support such operations. Related budgeters will have the ability to access written documentation outlining the use of role based Banner screens to review fund balances as needed.

Learning Outcome Statement 1: Users will understand how to correctly review the current fund balance available in authorized Self-Sustaining funds.

Learning Outcome Statement 2: Budgeters will understand how to access written documents outlining the use of role based Banner screens to review their fund balances as needed.

Quiz Assessment: Send a short survey to Banner Finance users asking them if they know how to review the current fund balance available in Self-Sustaining funds, give them three wrong answers and one correct answer.

Example 3:

Existing Outcome/Goal: All faculty will know how to find their CWID and understand the importance of including it on all payroll forms.

Learning Outcome Statement 1: Faculty will know how to correctly input all required information on their payroll forms.

Document Review Assessment: After implementing some sort of training to help faculty increase their knowledge regarding all information needed to complete their payroll forms successfully, review the number of incorrectly submitted payroll forms prior to the training, compare this to the number of incorrectly submitted payroll forms after the training and determine if the number of incorrectly submitted payroll forms has decreased by a substantial amount.