



This plan is due the last Friday in November of every year.

Download this form to your computer, then fill out the form. Save the completed form by clicking on the print icon in Adobe Reader (change print destination to "Save as PDF"). Email the completed form to [co-curricular@nmmc.edu](mailto:co-curricular@nmmc.edu).

Date

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## Department Information

Department Name

Department Head

Assessment Point Person

Assessment Point Person Supervisor

Team Members

Department Mission Statement

## Planning for Assessment

What co-curricular goals(s) will this assessment address?

Promote Health and Wellness

Support Social and Personal Growth

Cultivate Culture and Identity

Encourage Student Leadership and Engagement

Engage Campus and Community

Develop Career and Lifelong Learning

What will be the student learning outcome(s) for this assessment?

How will you know if students have met the learning outcome(s)?

Collection Method(s) (check all that apply)

Survey	Document Analysis
Expert or Peer Review	Testimonial
Diaries/ Journals	Creative Expression
Interview	Focus Group
Portfolio Review	Test
Logs	Observation
Other	

Provide a brief description of your collection method(s) and proposed sample size.

What resources will you need to complete this assessment?

Please provide a timeline for your assessment. Keep in mind, the final report will be due on the last Friday in June of every year.