

Computer Science Department Instruction 1520

From: Chair, Computer Science Department

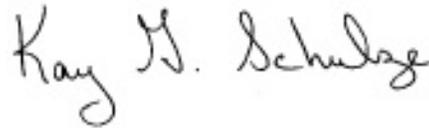
Subj: ASSESSMENT PLAN

Encl: (1) Computer Science Department Assessment Plan

1. Purpose. This instruction updates the Computer Science Department's Assessment Plan in enclosure (1).
2. Cancellation. Memorandum from Department Chair dtd 16 Aug 04.
3. Action:
 - a. **Assessment Coordinator**. The Chair of the Assessment Committee will serve as Assessment Coordinator and will have overall responsibility for ensuring that all assessments are completed in a timely manner and will report completion of each assessment to the Department Chair.
 - b. **Person or Committee Responsible for Conducting Assessment**. The person(s) assigned responsibility for conducting a particular assessment will ensure completion and documentation of the specified assessment by the time specified in enclosure (1). Documentation of the completion of the assessment and copies of any survey instruments should be forwarded to the Assessment Coordinator within one week of completion of the required assessment.
 - c. **Person or Committee Responsible for Evaluating Assessment Results**. The Assessment Coordinator will ensure completion and documentation of the specified assessment evaluation by the time specified in enclosure (1). S/he will summarize results and present them to the faculty for analysis. The faculty will attempt to identify possible program improvements, specifically for those program educational objectives or program outcomes that are not meeting expectations. Each program educational objective and program outcome will be addressed individually and if no problems or improvements are identified, this will also be noted. Documentation of the completion of the evaluation and the assessment results and recommendations for improvement will be forwarded to the Department Chair within one week of completion of the evaluation.
 - d. **CS and IT Program Outcomes**. Program outcomes for both the computer science and information technology majors will be evaluated for the Class of 2007, 2010, etc. on a three year cycle. All courses in a major will have learning objectives that are connected to one or more program outcomes. If the midshipmen in the Class being evaluated are enrolled in a specific course during any semester, the course coordinator will be responsible for ensuring assessment data is collected for all outcomes tied to that course. Documentation of the completion of the collection and the assessment results and recommendation for improvement should be forwarded to the Assessment Coordinator within one week of completion. The Assessment Coordinator will compile the results

and present them along with recommendation for improvement to the faculty no later than the first faculty meeting of each semester.

e. **CS and IT Legal, Ethical and Social Implications of Computing (LESIOfC) Outcome.** The course coordinator for any course covering legal, social or ethical implication of computing will be responsible for ensuring assessment data is collected for this program outcome and will record it in the LESIOfC database. The Assessment Coordinator will ensure that all faculty have complied by the end of each semester. The Assessment Coordinator will compile the results and present them to the faculty at the first faculty meeting of each semester.



KAY G. SCHULZE

Enclosure (1)

Assessment of	Committee/ Person Responsible for Conducting Assessment	Program Educational Objectives / Program Outcomes Covered	Assessment Conducted	Committee/ Person Responsible for Evaluating Assessment	Measurement Mechanism
CS/IT Program Educational Objectives	Assessment Coordinator	All CS and IT Program Educational Objectives	Every five years.	Department	Alumni Survey
CS/IT Program Educational Objectives	Assessment Coordinator	CS and IT Program Educational Objective 5	Every year.	Department	NPS's APC code
CS Program Outcomes	Course Coordinators	CS Program Outcomes associated with the courses take that semester by the Class being measured.	Each semester for certain courses. All outcomes measured over a three year period.	Department	Varies - Can be final projects, papers, presentations or exam grades.
CS Program Outcomes	Assessment Coordinator	PO #1, #2, #3, #5, #6	Spring 1/c year	Department	Major Field Test
IT Program Outcomes	Course Coordinators	IT Program Outcomes associated with the courses take that semester by the Class being measured.	Each semester for certain courses. All outcomes measured over a three year period.	Department	Varies - Can be final projects, papers, presentations or exam grades.
Social & Ethics Issues of Computing Program Outcomes	Course Coordinators	CS PO#9 IT PO#8	Each semester.	Department	Varies - Can be paper or exam question.
Visiting Committee Evaluation	Visiting Committee Coordinator	All CS/IT Program Educational Objectives and Program Outcomes	Every five years.	Department Chair	Visiting Committee's report
Senior Exit Survey	Assessment Coordinator	All CS/IT Program Educational Objectives and Program Outcomes	Each Spring.	Assessment Chair	Survey
Midshipmen Advisory Board	Department Chair	Dept Obj 1.2, 2.1, 2.2, 4.1.	Each semester.	Department Chair	Results of meeting

Assessment of	Committee/ Person Responsible for Conducting Assessment	Program Educational Objectives / Program Outcomes Covered	Assessment Conducted	Committee/ Person Responsible for Evaluating Assessment	Measurement Mechanism
		4.2			
Survey of IGEP/VGEP students	IGEP/VGEP Coordinator	Dept Obj 3.6	Each Spring when applicable.	Department Chair	IGEP/VGEP survey
Student Opinion Forms	Each Instructor.	Program Outcomes measured by the course.	Each semester.	Department	Electronic SOFs indicating how well students felt the course learning objectives were met.
Internship After Action Reports	Internship Coordinator	Dept Obj 3.7	Each Fall.	Internship Coordinator	After Action Report