# ASSESSMENT PLAN TEMPLATE

**College:** Law  
**Academic Year:** 2011-2012  
**Academic Department:** Career Development and Law Practice Center  
**Submission Date:** July 3, 2012

## 1. BRIEF EXECUTIVE SUMMARY OF KEY ASSESSMENT/PROGRAMMATIC ENHANCEMENT INITIATIVES:

The Center’s focus this academic year is to develop meaningful partnerships with each student, which will require initiative from both parties. The Center seeks to support each student in his/her development of a focused and defined career path. Through existing programs, and several new ones (discussed below and on attachment), we anticipate this may be achieved.

## 2. TOP STUDENT LEARNING OUTCOMES/GOALS (SLO) OR KEY PERFORMANCE INDICATORS (KPI) ADDRESSED IN THIS ASSESSMENT PLAN (What are the top SLOs that your department is focusing on for the current year? Example: Students will be able to … upon completion of the program.)

1. Engage 1Ls in their spring semester so that they can begin to identify their strengths/weaknesses, likes/dislikes, early in their law school tenure.
2. Increase student traffic in Center and student counseling sessions so that they are prepared and armed with knowledge when they seek employment.
3. Utilize the full potential of CSI to establish more meaningful communication with students.
4. Develop relationships with non-traditional employers so that students have greater opportunities of securing employment.
5. Develop and cultivate relationships with the federal judiciary so that students have ample knowledge regarding the OSCAR process and are supported by the staff and faculty in their efforts to seek a judicial clerkship.

## 3. ASSESSMENT (What measures/tools are you using to assess your top SLOs or KPIs cited above, and what are the corresponding target goals?):

1. Kiersey Temperament Sorter (or something akin) to assist students in #1.
2. Convert existing office space into a lounge with coffee/snacks and reference materials.
3. Receive proper training on CSI so that it will be a one-stop shop for students and counselors to access information regarding employment and student career development plans.
4. Partnering with non-traditional legal employers to establish internships/externships.
5. “Meet the Federal Judiciary” session in the fall; Convene faculty judicial committee twice a semester to discuss methods/means for assisting students who seek federal clerkships.

## 4. ASSESSMENT/DATA LOCATION (Where are the assessments/data located, or is the data being generated?):

All tangible assessments are locate in the Career Development Office or through the CSI system.

## 5. EVALUATION METHODS (How are the assessment results evaluated, or what criteria/rubrics are you using to determine progress or success or need for improvement relevant to the SLOs and KPIs cited above?):

1. Students, with support from Career Development, will be able to self-evaluate their interests.
2. CSI records student counseling sessions, drop-in visits will be assessed visually.
3. Counselors will be able to access employment/counseling data from one source.
4) This will be assessed by how many more students we place in the summers.

5) N/A

6. SUMMARY OF RESULTS/OUTCOMES (What have you learned from the data, and how have these results informed your enhancement actions?):

As these are all new initiatives, it is premature to determine what has been or not been learned. A review of several prior programs indicated that they were inefficient and not student-centric.

7. USE OF RESULTS [Assessment use CODE: 1. Curricular Revision/Enhancement; 2. Course Revision/Enhancement; 3. Pedagogical Enhancement; 4. Program Review Process Revision; 5. Student Goals Revision & Articulation of SLOs; 6. Assessment Criteria Revision; 7. Assessment Methodology Revision; 8. Other (e.g. Website Updates, Intranet Enhancements, & Source document Uploads); A. New Protocol/Process Implementation; B. New Assessment Methodology Implementation; C. New Policy Implementation; D. Budget Adjustment; E. Faculty/Staff Development/Training; F. Student Academic Support/Services Enhancement; G. Strategic Planning Initiative/Reprioritization of Action Plan; H. Other] Please indicate all that apply:

8.A. – We believe once many of these new processes are in place, students will be better served and will have more meaningful information to develop their career.

8E – We believe that streamlining career counseling by individual (as opposed to year) and the use of one tool (CSI) will provide the students with a more meaningful opportunity to develop a career plan and realize their goals.

8. RESOURCES/TIMELINE/APPROVALS (Based upon the modifications/adjustments and program/course changes included in the USE OF RESULTS section identify the timeline (implementation dates), resources, and approvals required to implement programmatic changes):

To see effects of the above plans, and those identified in detail on the Annual Report, it will take 1-3 years.