

ILLINOIS

Learning Outcomes Assessment Time Allocation & Itemization for Academic Year

Activity	Estimated Time (hours)	Actual Time (hours)	Personnel	Frequency
	varies by program/department		Individual or Group effort	How often is activity occurring (e.g., per semester, every other year, etc.,)
Create Assessment Plan				
Develop Learning Outcomes	10 hrs			
Create Curriculum Map	1-3 hrs			
Develop Assessment Planning Questions	1-2 hrs			
Revise Assessment Plan				
Revise Learning Outcomes	2-3 hrs			
Revise Curriculum Map	<1 hr			
Revise Assessment Planning Questions	1 hr			
Submit Assessment Update				
Review Instructions for Assessment Update	<1 hr			
Assemble information for Assessment Update	1-2 hrs			
Complete Assessment Update Form	<1 hr			
Prepare Sources of Evidence				
Develop/Revise Rubric	8-10 hrs			
Develop/Revise Survey	8-10 hrs			
Develop/Revise Exam or Assignment	5-8 hrs			
Collect Assessment Evidence				
Administer Survey	1-2 hrs			
Grade Exam/Assignment	1-2 hrs			
Organize Student Portfolios	1-2 hrs			

Review Assessment Data				
Review CSS Data	1 hr			
Review Illini Success Data	1 hr			
Review NSSE Data	1 hr			
Review gradSERU Data	1 hr			
Review College/Departmental Data	1-3 hrs			
Review Student Portfolios				
Share Assessment Findings	2 hrs			
Share findings with Faculty inside department	1-2 hrs			
Share findings with Faculty outside department	1-2 hrs			
Utilize Assessment Resources				
Attend Assessment Workshops	2 hrs			
Review LOAC-LIST Communications	<1 hr			