

Five-Year Assessment Review and Modification Plan

	WHAT	HOW	WHO	WHEN	DOCUMENTATION
Planning	<ul style="list-style-type: none"> • Planning to review the skill proficiency scales • Planning to review assessment instruments • Planning to review assessment procedures 	<ul style="list-style-type: none"> • Forming specialist committees 	<ul style="list-style-type: none"> • Department Chair • Assessment Committee 	<p>A five-year curriculum review plan</p> <p>Start date: 1/1/2017 End Date: 31/12/2021</p>	<ul style="list-style-type: none"> • Program Strategic Plan • Committees' reports • Surveys & questionnaires • Hard & soft records and files
Evaluation	<ul style="list-style-type: none"> • Review of skill proficiency scales • Review of assessment instruments by level • Review of assessment procedures 	<ul style="list-style-type: none"> • Surveys and interviews of both students and faculty • Focus groups • Research into language testing 	<ul style="list-style-type: none"> • Department Chair • Assessment Committee • Faculty members 	<p>Round-year evaluation plan</p>	<ul style="list-style-type: none"> • Survey results • Interview reports • Meeting minutes • Assessment analysis and results • Suggested modifications and action plans
Implementation	<ul style="list-style-type: none"> • Program action plan to implement changes to student assessment • Monitor and pilot changes to student assessment 	<ul style="list-style-type: none"> • Pilot placement, in-term and final tests 	<ul style="list-style-type: none"> • Department Chair • Assessment Committee • Faculty members 	<p>End Date: 31/12/2021</p>	<ul style="list-style-type: none"> • Implement revisions as required using time-lined action plans • Revised skill proficiency scales • Revised assessment instruments and procedures