

Appendix A: Co-Curricular Activities Outcomes Assessment Plan Template

Program / office name: Language Learning Center

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Program / office mission: The Language Learning Center (LCC) supports New Mexico Highlands University students by offering supplemental instruction, in Spanish and ASL, ranging from basic to intermediate levels. The LCC identifies personal and professional opportunities for students who are minoring and majoring in Spanish. In addition, the LCC provides a welcoming computer lab atmosphere. We provide Spanish, ASL and Mexican American and Native American books, films, and digital resources; and a mini lounge where students can study and interact. The LLC also sponsors cultural enrichment events and extracurricular activities; it is open to the NMHU and Las Vegas community. The main purpose is to provide services to students of the Department of Languages and Culture, but the center welcomes all NMHU students. We understand and support bilingualism at all levels and welcome everyone to utilize the services at the LLC. ¡Bienvenidos!

Intended audience or participants for program: Current students, faculty, staff, and community members.

Instructions

Using the template on the next page, please identify your learning outcomes and methods of assessment. A brief explanation of each column is provided below.

- *Student learning outcomes: list each of your learning outcomes (typically 2 to 5) in the first column*
- *University trait(s) linked to outcome: for each outcome, identify the university trait(s) that are addressed by that outcome. The four university traits are listed below.*
 - *Mastery of content knowledge and skills*
 - *Effective communication skills*
 - *Critical and reflective thinking skills*
 - *Effective use of technology*
- *Measures of assessment: identify the means for assessing whether the learning outcome has been achieved, e.g. test scores, survey results, participation rates etc.*
- *Timeline for measurement: specify when the assessment process will take place, e.g. at the end of the fall term, in April of the spring term, etc.*
- *Threshold to determine if outcome achieved: the numeric value that will indicate if the learning outcome has been attained, e.g. “80% of students will express satisfaction on survey items” or “75% of students will successfully complete task” or “At least 100 students will participate in program”*

Co-Curricular Outcomes Assessment Plan Template				AY: 2019-20
Student learning outcome	University trait(s) linked to outcome	Measures of assessment	Timeline for measurement	Threshold to determine if outcome achieved
1. The LLC will promote sociocultural and academic integration.	<ul style="list-style-type: none"> ○ Mastery of content knowledge and skills ○ Effective communication skills ○ Critical and reflective thinking skills ○ Effective use of technology 	Student participation at LLC sponsored activities.	End of each semester	Attendance at sponsored activities. Expecting 15-25 participants at each activity.
2. LLC will provide technology support for language learning	<ul style="list-style-type: none"> ○ Mastery of content knowledge and skills ○ Effective communication skills ○ Effective use of technology 	Provide readily available technology: Zoom, computers, headsets, microphones, and cameras.	End of each semester	Technology up to date: software, hardware, camera's and Zoom. Minimum IT work orders.
3. LLC will offer educational support and professional development for students, faculty and staff.	<ul style="list-style-type: none"> ○ Mastery of content knowledge and skills ○ Effective communication skills ○ Effective use of technology 	Track student, faculty, and staff use.	End of each semester	Pull reports via TracTutor for usage verification. Expect at least 100 student and faculty use per month.
4. Tutors will demonstrate content mastery and facilitate collaborative learning	<ul style="list-style-type: none"> ○ Mastery of content knowledge and skills ○ Effective communication skills ○ Critical and reflective thinking skills ○ Effective use of technology 	Performance evaluation via survey.	End of each semester	Student's will answer survey about tutor: open ended questions and ranking from poor, good, excellent, and n/a. Goal is that 80% or greater of survey participants will select good.

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