

CTLA Assessment Funds for Departments

Once again this year the Center for Teaching, Learning, and Assessment has funds available to support your department's assessment costs. To help us in our planning, we have instituted a procedure for requesting these funds.

We had asked that departments include requests for support in their assessment plans. Most did not, but we hope that more will include this information in their plans so we will have it for our budget planning.

To apply for funds for assessment this year (2005-2006), please email the following information to Sharon Calhoon as early as possible:

1. Name of program being assessed
2. Student Learning Outcome(s) being assessed by the proposed activity
3. Description of proposed activity
4. Itemized list of materials requested and their costs (and ordering information, if necessary)
5. Date(s) of proposed activity
6. Number of students involved
7. Contact information of person requesting the materials

Only reasonable costs will be covered. For instance, CTLA will not cover rush shipping charges or cost of tests opened but not used.