



# Course Outcomes Form

## Northwest Indian College

Follow the *Instructions for Completing the Course Outcomes Form*, which is available on the **NWIC Assessment Website** at <http://www.nwic.edu/assessment/course-outcomes>

Please submit this form electronically to the chair of the Curriculum Committee

It is important to keep the following principles in mind when completing this form:

- Regardless of the mode of learning (i.e., face-to-face, Independent learning, ITV, online, etc.) or the location of a course, only one course outcomes form is to be created for each course.
- Regardless of the mode of learning or the location of a course, the **NWIC outcomes** and the **Course outcomes** must be the same for each course.
- The **Instructional activities** and the **Assessment/evaluation strategies** may differ depending on the mode of learning. Please indicate the **Instructional activities** and the **Assessment/evaluation strategies** that are different from the face-to-face class (e.g., “IL: Essay”).

<b>Last date this form was updated or edited</b>	Sept. 24, 2013
<b>Course Number (e.g., ENGL 101)</b>	TMSD 360
<b>Course Name (e.g., English Composition I)</b>	Museum Collections Management
<b>List the names of all instructor(s) who participated in creating and approved these course outcomes (please consult with at least one other person)</b>	Megon Noble, Jim Nason, Susan Given-Seymour, Brian Compton
<b>List the main textbooks, readings or other resources used in this course (including title, year and publisher)</b>	Caring for American Indian Objects, 2004, Minnesota Historical Society
	Buck, Rebecca A. and Jean Allman Gilmore, eds. 1998 <i>The New Registration Methods</i> . American Association of Museums, Washington, DC.
	Rose, Carolyn L., Catharine A. Hawks, and Hugh Genoways, eds. 1995 <i>Storage of Natural History Collections: A Preventative Conservation Approach</i> . Society for the Preservation of Natural History Collections, Iowa City, Iowa.
	Other articles as relevant

**A. NWIC outcomes:** From the *List of NWIC Outcomes*, select the most important outcomes you assess in this course (at least one NWIC outcome must be chosen- **maximum of four**).

<b>NWIC outcome</b>	<b>Instructional Activities: How will students master this outcome? (e.g., solving problems, group activity)</b>	<b>Assessment/Evaluation Strategies: How will you measure this outcome? (e.g., student presentations, essays)</b>
effectively communicate in diverse situations, from receiving to expressing information, both verbally and non-verbally	Non-traditional writing assignments (i.e., catalog records, condition reports, letters)	Student clearly responds to donors and other museums in assignments in the form of letters. Catalog records and condition reports provide clear

		description of the object, including its physical characteristics, and significance.
	Participate in group discussions on relevant topics	Oral communication with instructor and/or students incorporates relevant information, previous museum experience and reflects personal or other perspectives, including cultural and/or academic ones.

**B. Course outcomes:** In order of priority, list the most important other learning outcomes for this course that you assess (a maximum of 10).

<b>Other course outcomes: Complete the sentence – As a result of this course, students will be able to...</b>	<b>Instructional Activities: How will students master this outcome? (e.g., solving problems, group activity)</b>	<b>Assessment / Evaluation Strategies: How will you measure this outcome? (e.g., student presentations, essays)</b>
List appropriate environmental storage conditions for Native American museum objects	List appropriate environmental storage conditions for Native American museum objects	List appropriate environmental storage conditions for Native American museum objects
Identify proper storage materials	Identify proper storage materials	Identify proper storage materials
Complete object condition reports and catalog records	Complete object condition reports and catalog records	Complete object condition reports and catalog records
Describe accessioning/deaccessioning processes and their implementation	Describe accessioning/deaccessioning processes and their implementation	Describe accessioning/deaccessioning processes and their implementation
List and describe tenets of effective collections management policy	List and describe tenets of effective collections management policy	List and describe tenets of effective collections management policy
Arrange for either outgoing or incoming loans	Arrange for either outgoing or incoming loans	Arrange for either outgoing or incoming loans
Identify legal issues relating to acquisition and management of collections	Identify legal issues relating to acquisition and management of collections	Identify legal issues relating to acquisition and management of collections

**C. List the NWIC outcomes and course outcomes from above on your syllabus.**

**D. Assess the NWIC outcomes and course outcomes, which are listed above, in your classes.**