

# Program Assessment Methodologies

# Outline

- Program Assessment Bands
  - Significant Resource Programs
  - Moderate Resource Programs
  - Marginal Resource Programs
- Overview: Assessment Flowchart
- Protocols:
  - Significant Resource Programs
  - Moderate Resource Programs
  - Marginal Resource Programs

# Program Assessment “Bands”

## RESOURCE IMPACT

### SIGNIFICANT

Expenses\* > \$50k or  
Staff Labor\*\* > 1.5 FTE

### MODERATE

\$15k < Expenses ≤ \$50k or  
1.0 FTE < Staff Labor ≤ 1.5 FTE

### MARGINAL

Expenses ≤ \$15k or  
Staff Labor ≤ 1.0 FTE

## ASSESSMENT PROCESS

A **Board Task Force** will be formed to conduct assessments

**MRS volunteers and staff** will conduct assessments (coordinated by a HQ Director)

Assessments will be conducted by **HQ Directors**

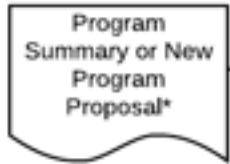
\*- Annual Direct Expenses

\*\* - 1 Full Time Equivalent (aggregated labor) ~ 2000 hours/year.

# Overview: Assessment Flowchart

MRS routinely assesses programs and services to ensure alignment of volunteer efforts, staff time and resources with MRS's Strategic Plan, MRS's Core Values, member preferences and community needs. Details on MRS's program assessment protocols can be found at <https://www.mrs.org/about-mrs/governance/program-assessment/>.

The first step in this process is for the project lead(s) for existing or proposed programs to submit the program review information detailed below to the MRS Headquarters Director for the program area.



**STARTING POINT  
 is the Program  
 Review  
 Template**

**SECTION 1: PROGRAM REVIEW INFORMATION TO BE PREPARED BY PROGRAM LEAD**

*Program Relevance: Please provide commentary and data on expected and/or realized outcomes:*

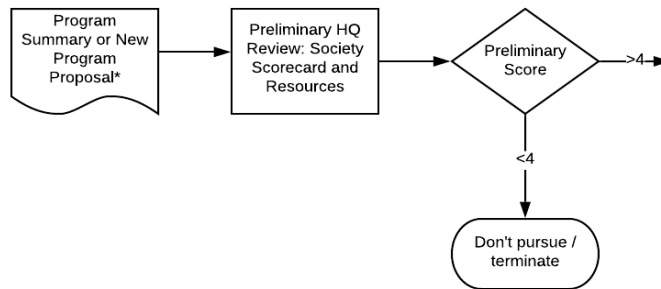
Who is/will be the primary audience, and if applicable, secondary audience for this program?	
How does/will the program advance MRS's Strategic Priorities: 1) Engage members in MRS	
2) Advance member careers	
3) Promote materials research and innovation	
How does/will the program enhance the visibility and relevance of MRS to members and stakeholders? Please provide evidence of impact and outcomes (statistics, surveys, etc.)	
How does/will this program offer unique or superior benefits for members compared to other societies or organizations? Please provide details on competitive programs and a comparison of the programs to MRS.	
How does/will this program help MRS evolve rapidly to remain at the forefront of professional societies in a changing competitive landscape? Please provide evidence of program evolution to meet changing member and community needs.	
Please provide additional comments, data, etc. that you feel are relevant to the program assessment	

# Overview: Assessment Flowchart

## Actions guided by Scorecard Rating

From 2019 BoD

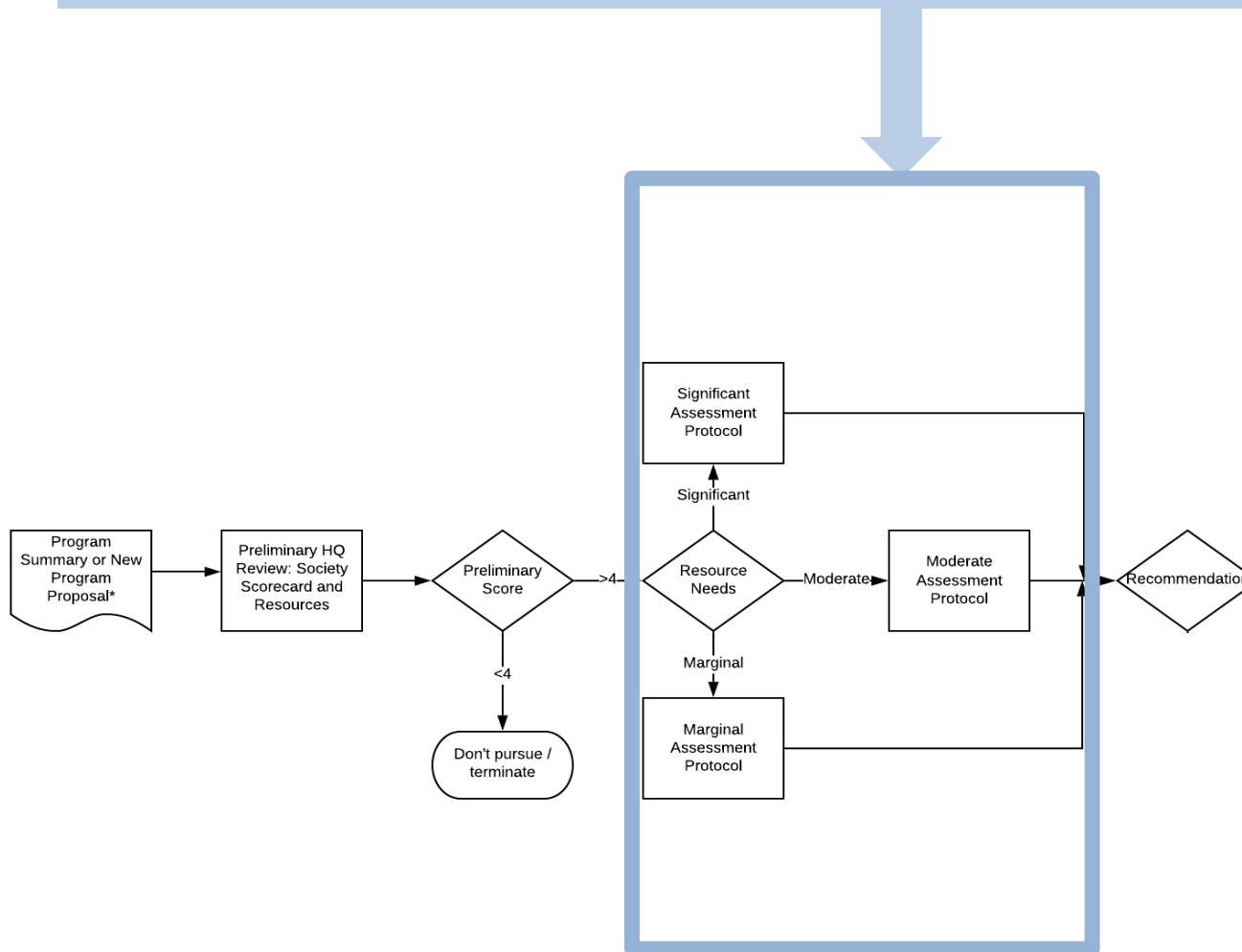
<u>Score</u>	<u>Impact band</u>	<u>Recommended Action</u>
11-15	Significant	Maintain; consider additional investment as warranted
8-10	Moderate	Look to gain efficiencies/effectiveness and/or add value
5-7	Marginal	Look to sunset in x yrs.
1-4	Adverse	Discontinue



Rating < 4

# Overview: Assessment Flowchart

## Assessment Protocol determined by Resource Bands

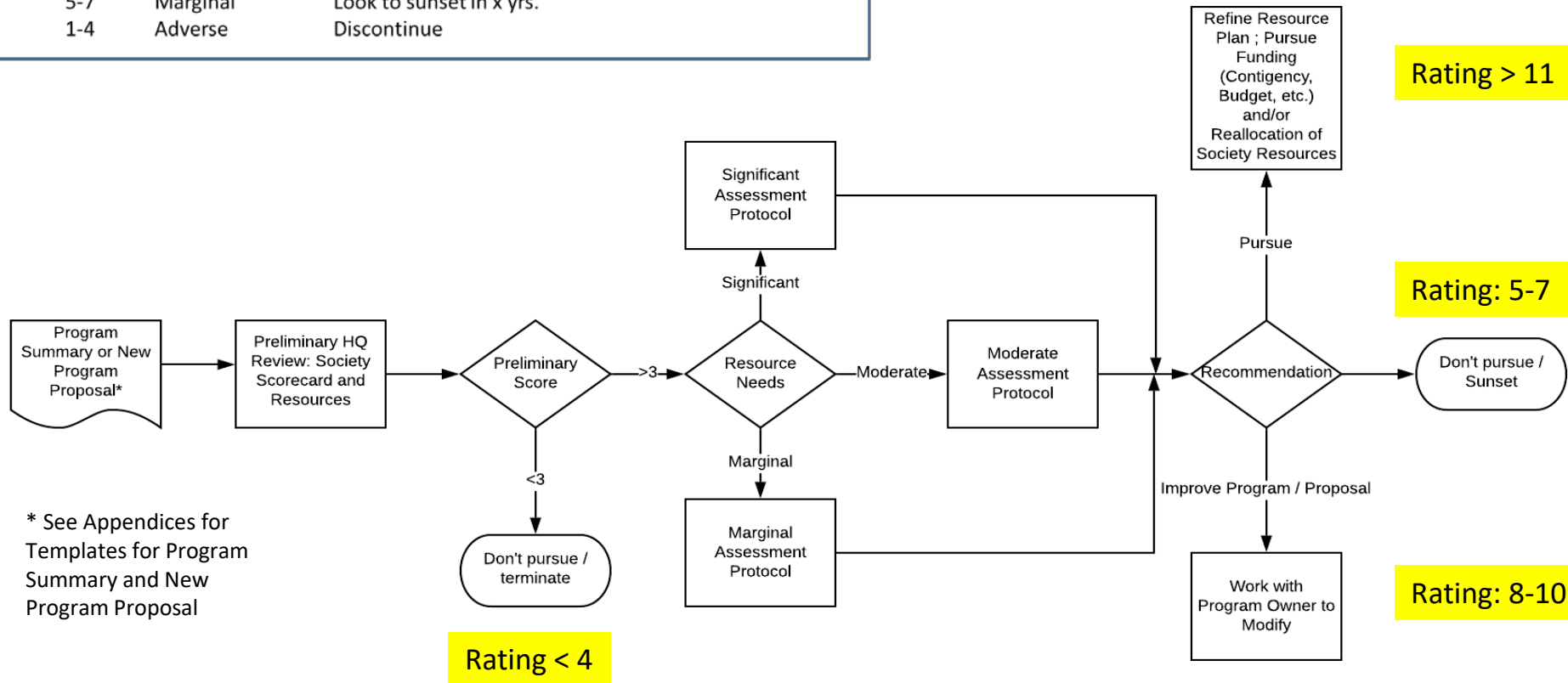


# Overview: Assessment Flowchart

## Actions guided by Scorecard Rating

From 2019 BoD

Score	Impact band	Recommended Action
11-15	Significant	Maintain; consider additional investment as warranted
8-10	Moderate	Look to gain efficiencies/effectiveness and/or add value
5-7	Marginal	Look to sunset in x yrs.
1-4	Adverse	Discontinue



\* See Appendices for Templates for Program Summary and New Program Proposal

# Assessment Protocol: **Significant Resource Programs**

- Board Task Force Formed
  - Board Members
  - Ad Hoc MRS Volunteers
  - HQD(s) for the program area
- The Task Force will assess programs considering MRS's criteria (strategic; “core”; effectiveness) and resource bandwidth
  - Additional input from volunteers, staff, and/or external experts may be sought as needed
- Outcomes based upon Board Assessment Rubric



# Assessment Protocol: **Moderate Resource Programs**

- HQ Director in the area coordinates Assessments from
  - At least three Ad Hoc MRS Volunteers
  - HQ Directors
- Programs will be assessed using MRS's criteria (strategic; “core”; effectiveness) and resource bandwidth
  - Additional input from volunteers, staff and/or external experts may be sought as needed
- Outcomes based upon Board Assessment Rubric

# Assessment Protocol: **Marginal Resource Programs**

- The HQD for the area will review programs considering MRS's criteria (strategic; "core"; effectiveness) and resource bandwidth
  - Additional input from volunteers, staff and/or external experts may be sought as needed
- Outcomes based upon Board Assessment Rubric:

# Summary: Assessment Flowchart

## Actions guided by Scorecard Rating

### Assessment Protocol determined by Resource Bands

