CQI PLAN: Designing Master Courses in D2L for Outcome Alignment and Watermark Integration

**Program:**

Medical Laboratory Technology Program – Hagerstown Community College

**Focus Area:**

Curriculum design, learning outcome alignment, and digital assessment integration

**CQI Objective:**

To develop standardized D2L master courses that align measurable course outcomes and assessments with Watermark Planning & Self-Study, enabling automated data collection, consistent rubric use, and longitudinal analysis of student performance to inform continuous program improvement.

**Rationale**

The integration between D2L Brightspace and Watermark Planning & Self-Study allows for automatic import of assessment data, outcome alignment, and performance reporting.  
Currently, variations in course design and rubric use limit consistent outcome measurement across sections and semesters.  
Creating master courses in D2L will:

* Standardize outcome alignment and assessment design.
* Streamline data flow to Watermark for accreditation and reporting.
* Enhance analysis of student learning outcomes (SLOs), equity trends, and entry-level competency attainment.
* Reduce manual data entry for faculty and improve longitudinal reporting.

**Goal**

To implement a master course design framework that:

1. Aligns all course learning outcomes (CLOs) with program (PLOs) and institutional learning outcomes (ILOs).
2. Embeds standardized, rubric-based assessments linked to Watermark outcomes.
3. Ensure accurate, automated transfer of assessment data for longitudinal CQI analysis.

**Action Plan**

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| Action Step | Responsible Person/Committee | Timeline | Evidence/Deliverable | Status/Notes |
| Review current D2L course shells for outcome and rubric alignment. | Program Coordinator | Fall 2025 | Audit report of existing D2L courses | Complete |
| Map program and course outcomes in Watermark Planning & Self-Study to D2L Brightspace outcomes tool. | Instructional Designer, Program Faculty | Spring 2026 | Completed CLO–PLO–ILO mapping matrix |  |
| Develop standardized D2L Master Course Template including outcome links, rubric structure, and assessment folders. | Faculty D2L Design Team | Winter 2025 | Template course in D2L with integrated outcomes |  |
| Train faculty in designing assignments and quizzes using Watermark-linked rubrics in D2L. | Program Coordinator | Winter 2026 | Faculty training materials and attendance record |  |
| Pilot master course in at least two courses | Course Instructors | Spring 2026 | Pilot course data and Watermark outcome report |  |
| Validate data flow accuracy between D2L and Watermark for rubric and points-based activities. | Assessment Officer/ Program Coordinator | Spring 2026 | Watermark import verification report |  |
| Evaluate student performance trends using Watermark data to identify competency gaps. | Program Coordinator, Faculty | Summer 2026 | Outcome trend analysis report |  |
| Implement revised master course design across all program courses. | Program Coordinator/Faculty | Fall 2026 | Fully implemented D2L Master Course Library |  |

**Performance Indicators**

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| --- | --- | --- |
| Indicator | Benchmark / Target | Assessment Method / Source |
| % of program courses using standardized D2L master shell | 100% by AY 2026–27 | D2L audit report |
| % of assignments linked to measurable outcomes in Watermark | 100% | Outcome mapping verification |
| Successful automatic transfer rate of assessment data to Watermark | ≥98% | Watermark data import logs |
| Faculty completion of D2L–Watermark training | 100% | Training records |
| Annual improvement documented in student outcome trends | Evidence of CQI use | Watermark reports |

**Evidence and Data Sources**

* Watermark Planning & Self-Study integration reports
* D2L course audits and outcome alignment records
* Faculty training logs and master course template files
* Student performance dashboards

**Analysis and Findings**

Early audits showed inconsistency in how outcomes and rubrics were embedded across courses. The integration of Watermark with D2L Brightspace supports centralized outcome management and standardized assessment reporting, allowing faculty to:

* Aggregate data by course section, modality, or student demographic.
* Identify parity between hybrid and on-campus instruction.
* Track student performance longitudinally to evaluate competency development.

Implementing master courses ensures cohesion, efficiency, and equity across instructional delivery while directly linking course design to CQI and accreditation evidence.

**Continuous Improvement Loop**

**Plan:**  
Define and map measurable course outcomes in D2L master courses to program and institutional learning outcomes, ensuring standardized rubrics and Watermark integration.

**Do:**  
Implement master courses and rubrics across all sections to ensure consistent assessment and automated data collection through Watermark.

**Check:**  
Review aggregated Watermark data and longitudinal trends to evaluate student performance and identify areas needing improvement.

**Act:**  
Revise course content, rubrics, and assessments based on data analysis, document actions in Watermark, and re-evaluate in the next cycle to measure improvement impact.

**Projected Impact**

* Consistent alignment of learning outcomes across all program courses.
* Streamlined assessment reporting and reduced manual data entry.
* Improved faculty efficiency and inter-rater reliability in grading.
* Clearer documentation for NAACLS and institutional accreditation requirements.
* Stronger evidence of student competency and CQI in program review cycles.

**Next Review Date:**

Fall 2027