

## Assessment Report: TEMPLATE

<b>Program Information</b>	
Academic Program (Major)	
Degree	<i>(e.g., BA or BS)</i>
Department	
School	<i>(Humanities &amp; Science, Earth Science, Engineering)</i>
Academic Year	<i>Enter the academic year in which data will be collected (e.g., 2009-10)</i>
<b>Contact Person</b>	
Name	<i>This should be person coordinating the program's assessment effort</i>
Title	
Department	
E-Mail Address	
Extension	
<b>Program Learning Outcomes</b>	
<i>Please insert outcome 1 from your rubric. The statement in column one and row one of your rubric.</i>	
<i>Please insert outcome 2 from your rubric. The statement in column one and row two of your rubric.</i>	
<i>Please insert outcome 3 from your rubric. The statement in column one and row three of your rubric</i>	
<i>Please insert outcome 4 from your rubric. The statement in column one and row four of your rubric</i>	
<i>Please insert outcome 3 from your rubric. The statement in column one and row five of your rubric</i>	

Means of Assessment and Targets:	
Data Source	<i>Describe where and when data was collected, how and if students were sampled, and sample size.</i>
Means of Assessment	<i>Describe in detail the method of assessment you used (e.g., capstone project, course-embedded assessment, standardized instrument, etc.) and briefly describe the task.</i>
Means of Scoring	<i>Describe how you scored the assessment. For example, did you use a rubric or answer key, or was it scored by a testing company?</i>
Assessment Results	<i>After analyzing your numerical data, present the summary (numerical) data in the table presented on the next page and attach it.</i>
Target	<p><i>On the basis of your assessment results that you collected this year, what goals will you establish for next year? In this space provide a target using the template (bold statement) below.</i></p> <p><b><i>([Insert target figure] % of students will achieve [insert desired scale level] level of performance in [insert dimension of assignment or learning outcome]) .</i></b></p>

Dissemination and Use							
What were the most valuable things you learned?							
How will these findings be used?	<p><i>In this space describe how the data will be used. Here are some examples to think about.</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><i>Changes to the Assessment Plan</i></td> <td> <ul style="list-style-type: none"> <li>• <i>revision of intended learning outcomes</i></li> <li>• <i>revision of measurement approaches</i></li> <li>• <i>changes in data collection methods</i></li> <li>• <i>changes in targets/standards</i></li> <li>• <i>changes in the sampling</i></li> </ul> </td> </tr> <tr> <td><i>Changes to the Curriculum</i></td> <td> <ul style="list-style-type: none"> <li>• <i>changes in teaching techniques</i></li> <li>• <i>revision of prerequisites</i></li> <li>• <i>revision of course sequence</i></li> <li>• <i>revision of course content</i></li> <li>• <i>addition of courses</i></li> <li>• <i>deletion of courses</i></li> </ul> </td> </tr> <tr> <td><i>Changes to the Academic Process</i></td> <td> <ul style="list-style-type: none"> <li>• <i>revision of admission criteria</i></li> <li>• <i>revision of advising standards or processes</i></li> <li>• <i>improvements in technology</i></li> <li>• <i>changes in personnel</i></li> <li>• <i>changes in frequency or scheduling of course offering</i></li> </ul> </td> </tr> </table>	<i>Changes to the Assessment Plan</i>	<ul style="list-style-type: none"> <li>• <i>revision of intended learning outcomes</i></li> <li>• <i>revision of measurement approaches</i></li> <li>• <i>changes in data collection methods</i></li> <li>• <i>changes in targets/standards</i></li> <li>• <i>changes in the sampling</i></li> </ul>	<i>Changes to the Curriculum</i>	<ul style="list-style-type: none"> <li>• <i>changes in teaching techniques</i></li> <li>• <i>revision of prerequisites</i></li> <li>• <i>revision of course sequence</i></li> <li>• <i>revision of course content</i></li> <li>• <i>addition of courses</i></li> <li>• <i>deletion of courses</i></li> </ul>	<i>Changes to the Academic Process</i>	<ul style="list-style-type: none"> <li>• <i>revision of admission criteria</i></li> <li>• <i>revision of advising standards or processes</i></li> <li>• <i>improvements in technology</i></li> <li>• <i>changes in personnel</i></li> <li>• <i>changes in frequency or scheduling of course offering</i></li> </ul>
	<i>Changes to the Assessment Plan</i>	<ul style="list-style-type: none"> <li>• <i>revision of intended learning outcomes</i></li> <li>• <i>revision of measurement approaches</i></li> <li>• <i>changes in data collection methods</i></li> <li>• <i>changes in targets/standards</i></li> <li>• <i>changes in the sampling</i></li> </ul>					
	<i>Changes to the Curriculum</i>	<ul style="list-style-type: none"> <li>• <i>changes in teaching techniques</i></li> <li>• <i>revision of prerequisites</i></li> <li>• <i>revision of course sequence</i></li> <li>• <i>revision of course content</i></li> <li>• <i>addition of courses</i></li> <li>• <i>deletion of courses</i></li> </ul>					
	<i>Changes to the Academic Process</i>	<ul style="list-style-type: none"> <li>• <i>revision of admission criteria</i></li> <li>• <i>revision of advising standards or processes</i></li> <li>• <i>improvements in technology</i></li> <li>• <i>changes in personnel</i></li> <li>• <i>changes in frequency or scheduling of course offering</i></li> </ul>					
How have you provided assessment feedback to your faculty and staff?	<p><i>In this space describe how data will be shared.</i></p>						