

Unit Name

Program/Unit Name:

Program Type:

Start:

End:

Assessment Coordinator:

Coordinator's Email:

Coordinator's Phone:

Coordinator's Office Address:

Assigned AAC or DAC Member(s):

IAC Member(s):

Administrative Unit Head receiving assessment updates:

Program follows specialized accreditation standards:

Name of accrediting organization:

Date of last program review for the accrediting organization:

Date of next program review:

Academic Program/Administrative Unit Mission Statement

[The Program/Unit Mission Statement is a concise statement of the general values and principles that guide the program/unit, describe the community the program/unit is designed to serve, and define its standards. Accrediting bodies expect program/unit mission statements to be aligned with the mission statements of the institution, school/division, and department.]

Unit/School/College Mission

[Provide the mission statement of the next level.]

Assessment Process: The assessment process description should present a clear understanding of how the program/unit utilizes assessment data for continuous quality improvement.

[Who is conducting assessment? What are they doing?

What do you want to assess (what are your outcomes)? How do you plan to assess it (strategies, tools, measures)?

How will you review and analyze the data?

How are you going to use the assessment results to improve your program/unit? How will you communicate the results to other faculty or staff members?]

Comments and Attachments

Rubric Rating (plan): Proficient

Rubric Rating (results): Exemplary

Program Assessment Coordinator:

Related Items

There are no related items.

1: [Outcome]

1. Outcome: The outcomes are specific, measurable, attainable, results oriented, and time bound. The outcomes are clearly related to the mission and focus on activities of the Program/Unit.

[A specific, measurable statement that describes desired performance. Outcomes should be specific, measureable, agreed upon, realistic, and time framed.]

2. Assessment Methods: The measure matches the outcome, uses appropriate direct and indirect methods, indicates desired level of performance, helps identify what to improve, and is based on tested, known methods. Please enter at least 2 measures.

Measure 1:

Performance Target:

Measure 2:

Performance Target:

Strategies:

3. Assessment Results: Reported data are aligned and appropriate to the outcome and the corresponding measure. Sampling methodology, population size (N), and sample size (n) must be provided.

Measure 1:

Measure 2:

Target met for measure 1?: Yes

Did results for measure 1 demonstrate improvement from previous assessments?: No

Target met for measure 2?: No

Did results for measure 2 demonstrate improvement from previous assessments?: Yes

Please describe your selections above for each measure

[Provide information for why the selections above were choose.]

4. Use of Assessment Results: Reflect on the data. What do the data mean for your unit? What changes/strategies were implemented based on the results?

Measure 1:

Measure 2:

Implemented Strategies:

Planned Strategies:

5. Budget Changes

Comments and Attachments

Research:

Community/public service:

Related Items

There are no related items.

Assessment Report Summary

7. Summary of Assessment Results with Focus on Program Improvement:
Describe evidence-based changes that have taken place within the last few assessment cycles because of assessment. Statements must be supported by evidence from the assessment report(s).

Assigned Assessment Committee Member:

Review Date:

DAC/AAC Member:

Review Date:

Dean/AVP/EVP:

Approval Date:

Progress: