ACADEMIC PROGRAM ASSESSMENT REPORT* ELEMENTS

In order to examine the efforts of an academic program’s assessment of student learning, an assessment report will need to be generated as part of the annual report process. The following are five elements that are to be included in the assessment report. For organization of the report, or element specific questions, please contact the Assessment Coordinator, in NH 104 at x0650.

I. Profile
• Academic program’s mission statement.
• Academic program’s factors that affect assessment and learning (for example, the program is growing or shrinking rapidly, job market changing for graduates, field changing rapidly, large percentage of faculty retiring in next three years).

II. Assessment Review
• Indicate where the academic program is at in the assessment process since the last report.
• List the learning objectives/outcomes that the program focused upon over the time-period.

III. Assessment Results and Action Plan
• Describe the results found for the assessment that was conducted.
• Identify the actions that were/are being made to improve student learning based on the assessment results.
• Indicate where these results have made available for the students and others.

IV. Recommendation for Improving Assessment Processes
• Specify the changes that are being taken to improve the assessment of student learning in the academic program.
• Identify the academic program’s next step in its assessment process.

V. Data from Institutional Research
• Number of majors (in each emphases, if applicable)
• Number of faculty (full-time and part-time)

*As recommended by the Deans and Provost, Academic Program Assessment Reports will be used as part of the university planning and budgeting process.