

Departmental Program Reports, based on Program (Graduate) Outcomes for each Major

Annual Assessment Reporting Form

(Upload to Moodle by May 31 of each year)

MM/DD/YY of Completion: _____

Department: _____

Major: _____

Person Preparing Form: _____ (name); _____ (signature)

1) Attachments:

2) Names of Faculty Actively Participating in Annual Assessment:

3) Program (Graduate) Outcomes Assessed:

4) Means of Assessment:

5) Brief Commentary:

6) Area/s for Targeted Improvement:

7) Plan/s to Implement and Assess Targeted Improvements:

8) Financial or Other Resources Necessary to Facilitate Planned Improvements:

Annual Assessment Reporting Form SAMPLE

MM/DD/YY of Completion: _____ Department: _____

Person Preparing Form: _____ (name); _____ (signature)

1) Attachments: Annual assessment plan, syllabi of courses assessed, a few examples of student work in each achievement category.

2) Names of Faculty Actively Participating in Annual Assessment:

3) Program Outcomes Assessed: (e.g., "Numbers, 1, 4, 5"; or "All")

4) Means of Assessment: (e.g., "Final Essay for BIO 472"; "Comprehensive exam for ISSS 394")

5) Brief Commentary: (e.g., "Outcomes assessment demonstrates acceptable to excellent performance on Outcomes 1, 4, and 5, but need to improve on Outcomes 2 and 3.")

6) Area/s for Targeted Improvement: (e.g., "Better integrate content of BIO 472 with that of BIO 354 so that student learning of critical content is reinforced prior to BIO 472 final essay." "Rewrite Outcome 3 rubric to better highlight performance elements vital for BIO 472 essay").

7) Plan/s to Implement and Assess Targeted Improvements: (e.g., Fall departmental meetings will refine Outcome 3. Faculty teaching BIO 472 and BIO 354 will meet in Fall to plan on greater integration of critical content in the two classes. Proposed changes will be discussed and approved by the department by mid-December, 2013. BIO 472 final essay will be assessed again in Spring 2014 to determine success of course content changes.").

8) Financial or Other Resources Necessary to Facilitate Planned Improvements: (e.g., "To enable students to be better prepared for BIO 472 final essay, we would like to improve library holdings in this content area [estimated cost: \$500]." "We would like to visit colleagues in the MSU Bozeman Biology department to discuss how the department facilitates the ability of faculty to reinforce critical concepts across more than one course in their curriculum [estimated cost for UMW van, gas, lunch, etc.: \$250]."