Assessment Report Template

The purpose of assessment is to identify strengths and weaknesses in student learning and then to make changes to programs in order to improve learning. We are required to demonstrate that every academic program undertakes and completes this process regularly, on an ongoing basis. This annual status report will provide important information as we document this endeavor.

Department:

Program:

Report date:

Report author(s):

1. Program and learning outcomes: What outcome(s) did you assess? Are you assessing?

2. Expectations or targets: Did you define target performance (e.g., 75% of students will score...)

3. Methods of assessment of outcomes: Please describe when and how you assessed/are assessing students’ learning?

   ___ Direct assessment (e.g., of student research projects, essays, exams, presentations):

   ___ Indirect assessment (e.g., interviews, surveys of students):

4. Results of assessments and findings: Who/what group is responsible for considering and interpreting the results? Have you drawn conclusions yet? What did you find? Learn?
5. **Improvements resulting from the assessments:** *As a result of the assessment(s), did you make/are you making changes or recommendations for changes to your program? Please describe. Did you make/are you making changes to your assessment plans or methods?*

6. **Supporting documentation:** *Please include materials that illustrate your assessment work. These may include rubrics, memos, minutes, analyses, plans, new syllabi, new policies, etc.*

7. **Exemplary assessment?** *Was there any aspect of your assessment that was especially illuminating? Effective? Surprising? Worth sharing with others?*

8. **Next assessments:** *What is your plan for continuing assessments? What’s next?*