**Assessment Report**

### **Department/Program Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Academic Year\_\_\_\_\_\_\_\_\_\_\_\_**

Please fill in the following, expanding the space as needed:

**Step 1: Department/Program Mission**

**Step 2: Student Learning Outcomes/Goals**

**Step 3: Identify program components (required courses, elective courses, out-of-classroom or other experiences) that are designed to achieve each educational objective.**

NOTE: Every class will not achieve all outcomes, nor is it expected to; the program goal is to develop a distribution of student learning experiences that achieve the outcomes.

**Step 4: Select methods/data sources and instruments that you will use to gather information about whether expected outcomes and learning objective are being achieved.**

NOTE: Data from the same sources need not be collected every year. Rather, some kind of assessment rotation would be sufficient (e.g., Years 1 & 3, collect data from graduating seniors, Years 2 & 4 collect data from employers and alumni, etc.).

**Step 5: Analyze and Interpret the Data**

# **Step 6: How has the data been used for decision-making, strategic planning, etc.**

Note: It is important here to document changes you have made to your program as a result of your assessment.