# **2019-2020 Annual Academic Program Assessment**

## Department/Program: *Enter your program name*

## Summary

* Any changes to courses or curriculum? *(Attach proposals and curriculum minutes as appendices)*
* Any other changes, events, or otherwise noteworthy items?
* Staffing—list of people and credentials *(Use only titles and credentials)*

SWOT Analysis (*See Program Assessment folder in the shares for more details about SWOT)*

* Strengths:
* Weaknesses:
* Opportunities:
* Threats:

### Department Goals and Objectives for **2019-2020**

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| **SAMPLE**Institutional Goal: *Align to one of the four Institutional Goals; e.g. Foster Academic Innovation & Excellence*Department Goal: *Overarching purpose; e.g. Support student success or Enhance student learning*Department Objective: *A specific, measureable target; e.g. Maintain a retention rate of 85% or Implement 2 Live Lab experiences*Measurement: *With what tool will you measure the objective? E.g. program reports, sign-in sheets, survey results, guest speaker form, etc.*Resources Needed: *What do you have to spend money on to reach this goal? E.g. transportation, equipment, accommodations, tools, etc.*Result: *Retention rate of 86% or 5 Live Lab experiences.*Action Plan: If the objective was **not met**, explain what barriers prevented its success and plans to overcome these barriers. Then decided tokeep the goal as is1. keep the goal, but lower the benchmark
2. remove the goal and explain how it is no longer an appropriate goal for the department

If the objective **was** met, choose to1. Keep the goal as is
2. Keep the goal and increase the benchmark
3. Remove the goal; the loop is closed

*Whichever option you choose, be sure to include the option in this Action Plan area.*  |

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## Data (*Attach results of the following either as an appendix or an embedded object. Provide a brief synopsis of the results*)

* Enrollment
* Retention/Persistence
* Graduation rate
* End-of-course survey results
* Other survey results (Assessment Day survey results, etc.)

## Assessment

* Summarize the progress on last year’s goals.
* What changes will you make based on the department/program assessment results?
* What are the results of the Student Learning Outcome (SLOs) assessment? (*From the SLO Grid*)
* What changes (if any) will you make based on the SLO assessment results?
* What are the results of the Course Level Objectives assessment? (*from the database*)
* What changes (if any) will you make based on the Course Level Objectives assessment results?
* What resources (human, capital, financial, etc.) are needed to enact these changes?

## Action Plan

* What changes are necessary for the Department/Program to be reach its goals? *(Summarize the action plans from department goals/objectives, SLO grid, Course Level Objectives results*)
* What impact would your suggested changes have for the student?

## Summary *(This section is included in the Institutional Assessment Close-out, please be thorough).*

* What were the highlights of your Department/Program for 2019-2020?
* What challenges did you face in 2019-2020?
* What were the lessons learned departmentally/program in 2019-2020?

## Strategic Program Plan

Please provide an overview of your 3-5 year plan for the program.

* What are three (3) long-term goals?

*Example: 1) Ensure students have the latest industry equipment to provide up-to-date training.*

* How do you plan to reach the goals?

*Example: 1) Consult PAC members to identify equipment needs. Include equipment needs in annual capital budget request. Work with the Grants Manager to apply for funding to purchase new equipment.*

### **Next Years’ Goals**

### Department Goals and Objectives for **2020-2021**

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| **SAMPLE**Institutional Goal: *Align to one of the four Institutional Goals; e.g. Foster Academic Innovation & Excellence*Department Goal: *Overarching purpose; (You should have at least one goal or objective that aligns with your each of the three goals in your Program Plan above) e.g. Support student success or Enhance student learning*Department Objective: *A specific, measureable target; e.g. Maintain a retention rate of 85% or Implement 2 Live Lab experiences*Measurement: *With what tool will you measure the objective? E.g. program reports, sign-in sheets, survey results, guest speaker form, etc.*Resources Needed: *What do you have to spend money on to reach this goal? E.g. transportation, equipment, accommodations, tools, etc.*Result: ***This section is left empty until the end of the year when you assess the program.***Action Plan: ***This section is left empty until the end of the year when you assess the program.*** |
| Institutional Goal:Department Goal:Department Objective:Measurement:Resources Needed:Result:Action Plan: |
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