

Program/ILO Assessment Analysis

Use this form to summarize department meetings at which outcomes and assessment results were discussed.

1) Department/Discipline/ Certificate/ Degree/other
2) Meeting Date
3) Number of Faculty in Attendance
4) Number of Faculty sharing Assessment Results
5) Course, Program, and/or Institutional Outcome Measured
6) Assessment Tool (Briefly describe)

7) Summary of discussion & conclusions to improve outcomes.

8) Planned Changes to Improve Student Learning (list the top 3-6 priorities)

9) Timeline for Implementation & Re-assessment of planned changes

10) Budgetary needs to accomplish changes

INSTRUCTIONS FOR COMPLETING PROGRAM ASSESSMENT ANALYSIS FORM

The Program Assessment Analysis form can be used for any meeting discussing Course and/or Program-level SLOs, alone or in connection with the ILOs.

#1 – Identify the group holding the meeting, keeping in mind ACCJC and Program Review reporting needs. For example, is the meeting’s focus all courses, GE courses, and/or certificates and degrees?

#5 – Besides identifying the outcome measured, note whether this is an initial assessment or a re-assessment following implementation of changes.

#7 – As a reminder, on the Course Assessment form, “suggestions for classroom improvements” were

- State goals or objectives of assignment/activity more explicitly
- Revise content of assignment/activities
- Revise the amount of writing/oral/visual/clinical or similar work
- Revise activities leading up to and/or supporting assignment/activities
- Increase in-class discussions and activities
- Increase student collaboration and/or peer review
- Provide more frequent or fuller feedback on student progress
- Increase guidance for students as they work on assignments
- Use methods of questions that encourage competency
- State criteria for grading more explicitly
- Increase interaction with students outside of class
- Ask a colleague to critique assignments/activities
- Collect more data

“Suggestions for program-level improvements” were

- Offer/encourage attendance at seminars, workshops or discussion groups about teaching methods and/or discipline-specific content
- Write collaborative grants to fund departmental projects to improve teaching and/or learning experiences
- Consult pedagogical experts
- Encourage faculty to share activities that foster competency
- Visit classrooms to provide feedback (mentoring)
- Provide professional journals and other materials
- Create bibliography of external resource material
- Create and make available departmental resource material
- Analyze course curriculum to determine that competency skills are taught, so that the department can build a progression of skills as students advance through courses

#10 Possible budgetary actions

- Re-allocate departmental budget
- Purchase new equipment or technology
- Increase tutoring opportunities
- Update facilities
- Increase staff development activities
- Support development of new course materials