Academic Program Annual Assessment Report

Instructions

The tables below are to help guide reporting of annual academic program assessment. You can add rows to the table or copy the table onto new pages as needed. Additional materials can also be submitted to further support the summary of results reported.

Table 1: Program Information
- Indicate the assessment year, program name, degree level, department, Division/School, and contact information for the person who completed the form.

Table 2: Program Goals Assessed
- Indicate which academic program goals were assessed during this reporting period.

Table 3: Program Assessment Information
Provide a summary of the program assessment conducted.
- **Goal**: List the goal or goal # assessed.
- **Objectives**: List the *three* to *six* objectives developed on the Assessment Plan. Objectives define specific measurable targets related to competencies or skills learned by students to achieve the goal.
- **Assessment Methods/Tools**: Indicate how you gathered evidence as described in the Assessment Plan. Evidence can be collected through direct and/or indirect measures. Using both direct and indirect measures are not required, but are ideal.
    - *Direct Measures* are designed to measure student knowledge and skills. Examples of direct measures include: in-class exams/tests, papers, presentations, group work, creative work, etc.
    - *Indirect Measures* are designed to collect findings about attitudes, perceptions, feelings, and values. Examples of indirect measures include: peer-feedback, surveys, interviews; focus groups, end-of-semester grades etc.
- **Criterion/Benchmark**: What is the criterion or benchmark expected to meet the objective set?
- **Results/Analysis**: After a review of the evidence collected, provide a written analysis of the results. Was the objective/target set met?
- **Action Steps**: Based on the results, indicate how the assessment results will be used to improve programming, whether that's building upon successes or addressing challenges?
- **Additional information**: If needed, provide additional context here.

Academic Program Annual Assessment Report

THE CITY UNIVERSITY OF NEW YORK
College of Staten Island

Program Information:

Reporting Year (20XX-20YY):		Department:	
Program Name:		Division/School	
Degree Level (AS, BA, MS):		Report Completed by (Full Name and Email):	

Program Goals Assessed This Cycle:

1.		3.	
2.		4.	

Program Assessment Information:

Goal # *Goal(s) assessed this year*	Objectives *What will students know, be able to do, or value?*	Assessment Method *Course or assignment & measure(s) used*	Criterion/Benchmark *Level of student performance to meet/exceed expectations*	Results/Interpretation *What do the data show?*	Action Steps *What actions will be taken for program improvement?*

Additional Information:

*Paste this table on multiple as needed.