PROGRAM STUDENT LEARNING OUTCOMES ASSESSMENT REPORT FORM - GUIDANCE

The Faculty Senate Academic Assessment Committee (AAC) is committed to a vision of assessment that focuses on improving student learning through program and other improvements and informs decision making and resource allocation in support of improved student learning and success. The biennial Program Student Learning Outcomes Assessment Report provides the opportunity to highlight the student learning that is taking place within UAA's programs, to note areas that might require additional attention, and to reflect on how well efforts to improve student learning are working. The report also enables the AAC to analyze assessment across the institution and to respond to UA System, Board of Regents, legislative, and Northwest Commission on Colleges and Universities (NWCCU) requests and requirements.

Highlights of the biennial cycle:
- The biennial cycle is based on the seven-year Program Review schedule. The two-year cycle is designed so that programs assess student learning one year, and implement improvements the next year. The Program Student Learning Outcomes Assessment Report and Program Review schedule is posted here.
- A program does not have to assess every Program Student Learning Outcome every year.
- However, a program must assess all its Program Student Learning Outcomes within a seven-year period, that is, by the time the program is scheduled for its next, regular Program Review.

Guidance on filling out the report form:
- These reports are public documents and will be posted on the assessment website.
- Responses are to be narrative only, and must be ADA- and FERPA-compliant. Do not embed any links, including to webpages or other documents.
- To be FERPA-compliant, do not include student names, and be careful about having information that is too specific to any one student. Rather, use statements such as, "In AY24 four program graduates were accepted to graduate programs in the field."
- Programs with specialized accreditation or other external recognitions must comply with restrictions regarding what can be published, as per the accreditor or external organization.
- Please do not include appendices, as appendices to this report form will not be posted.
- The report form uses narrative, text, and drop-down boxes. Narrative boxes have a character limit, which includes spaces. When using text and drop-down boxes, if you want to undo an answer, press "Control-Z" or "Command-Z."

Use Microsoft Word: To ensure the fillable fields function correctly, the report form must be completed in Microsoft Word. It will not function properly in Google Docs. Programs that wish to record collaborative discussion of the report might consider creating a separate document to take notes, before entering final responses in the official fillable report form.

For technical assistance with the report form, email Academic Affairs (uaa.oaa@alaska.edu).

The guidance above will be removed prior to posting the report.

PROGRAM STUDENT LEARNING OUTCOMES ASSESSMENT REPORT FORM – ASSESSMENT COMPLETED IN AY2024-2025 (Due to the dean on November 15)

Submission date: Select date.

Assessment Plan covered in this report: Select Plan.

College: Select College/School.

Submitted by: Enter assessment coordinator name, title, email address.

After responding to the questions below, the program should email this report form to the dean in this fillable format, with a copy to the appropriate community campus director(s) if the program is delivered on a community campus.

1. **Please list and number the Program Student Learning Outcomes your program assessed in the past academic year. For each outcome, indicate one of the following: Exceeded faculty expectations, Met faculty expectations, or Did not meet faculty expectations.**

   For Example: 1. "Communicate effectively in a variety of contexts and formats" – Exceeded faculty expectations; 2. "Locate and use relevant knowledge to make appropriate personal and professional decisions" – Met faculty expectations.

2. **Describe what your assessment process was last year for these Program Student Learning Outcomes, including the collection of data, analysis of data, and faculty (and other, e.g., advisory board) conversations around the findings. *(1000 words or less)***

3. **What are the findings and what do they tell the faculty about student learning in your program? *(1000 words or less)***

4. Based on the findings, did the faculty make any recommendations for changes to improve student achievement of the Program Student Learning Outcomes? Select Yes or No.
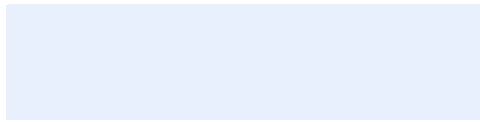
      i.   **Please describe the recommended action(s), what improvements in student learning the program hopes to see, the proposed timeline, and how the program will know if the change(s) has worked. If no recommendations for changes were made, please explain that decision.** *(1000 words or less)*

5.   **In the past academic year, how did your program use the results of previous assessment cycles to make changes intended to improve student achievement of the Program Student Learning Outcomes? Please check all that apply.**

☐ Course curriculum changes
☐ Course prerequisite changes
☐ Changes in teaching methods
☐ Changes in advising
☐ Degree requirement changes
☐ Degree course sequencing
☐ Course enrollment changes (e.g., course capacity, grading structure [pass/fail, A-F])
☐ Changes in program policies/procedures
☐ Changes to Program Student Learning Outcomes (PSLOs)
☐ College-wide initiatives (e.g., High-Impact Practices)
☐ Faculty, staff, student development
☐ Other
☐ No changes were implemented last year. *(If no options above were selected)*

If you checked "Other" above, please describe. *(100 words or less)*

6.   **Do you have any information about how well these or other past improvements are working? Are they achieving their intended goals? Please include any data or assessment results that help you demonstrate this.** *(1000 words or less)*

DEAN SECTION (Due to the program on January 15)

After completing the Dean Section and signing it, the dean should email this report form to the program in this fillable format, and copy uaa_oaa@alaska.edu *for posting. If the program is delivered on one or more community campus, the dean should consult with the appropriate community campus director(s) on the response and copy the appropriate community campus director(s) when emailing the response to the program.*

1. **Based on the program's responses above, what guidance and support do you have for the program moving forward?** *(200 words or less)*

2. **Discuss what the program is doing particularly well in terms of its processes for the assessment and improvement of student learning, for example, the use of a common rubric or prompt, a signature assignment, etc.** *(200 words or less)*

Dean's signature: _____ **Date:** Select date.