

Dean's Review of Program Assessment Report

One important way to keep up with the health of the programs in your care and support Program Review is to annually review program assessment reports. Recognizing you are busy and do not have the 2-3 hours to review each program that the UAC takes, this annual review focuses on the broader picture (goals/outcomes/follow-through on UAC recommendations) and data analysis since these lead to the data-driven decisions that move the program forward.

Instructions: Please complete a review form for each program in your care, providing constructive feedback as appropriate (details on No's and appreciative comments). Upload the completed report in the *Annual Review* folder in the Program Team channel; this is also where the UAC Review memos are found.

Once all reports have been reviewed and uploaded to Teams, please also email any report(s) to me (robbrrob@ecok.edu), that fit the following:

- "No" is marked on any item
- Anything about the report is confusing or concerning
- You think a Goal or Outcome needs to be changed or added
- Program accreditation requirements have changed and need to be reflected in assessment.

We will visit to discuss your concerns and follow-up with the Program Coordinator as needed.

Name of Dean		Date of Review	College/School
Program Name		Accredited? Yes No	Academic Year the Report Assesses
Yes	No	Dean's Review Criteria	
		All information provided at the top of the report is correct.	
		All Program Goals appear to be relevant and important to student success – before and after graduation, or, if <i>accredited</i> , the goals align with accreditation requirements.	
		All Outcomes align with the Goals	
		All Outcomes provide meaningful ways to assess student progress/program success	
		All Findings tables contain data collected for the assessed academic year, or, contains data for the most recent year the course was offered (small programs).	
		All Analysis tables are complete	
		All analyses align with data present in the associated table (logical conclusions)	
		Data-driven decisions (Analysis #5) are appropriate based on the data presented.	
		Evidence of program faculty meeting to work on program report.	
		For each instrument referenced in the report, the Appendix includes the instrument, a summary of the instrument (for exams), or a link to the instrument. (important for coordinator succession)	
		All items of concern or revision noted in the last UAC Review Memo have been addressed.	

Constructive Feedback: