

Annual Program Assessment Report

Return a completed copy to your Program Director and Supervisor

The information in this report is related to accreditation requirements set forth by the Higher Learning Commission.

Section 1: Contact and Program Information

Name/s (Please include all persons completing this report)	Supervisor: Staff:
Student Affairs Domain	
Domain Mission Statement	
Program Name	
Target Population	
Dine' College Strategic Goal: 2022-2027	
Grant Goal (if applicable)	
Annual Budget (if applicable)	
Data Archive	

Section 2a: Program Learning Outcomes (PSLO)

What will staff learn after participating in this program? Condition, audience, behavior, and degree of achievement.	
PSLO 1	
Date to Begin Collecting Data	
Date to Finish Collecting Data	

Section 2b: Intervention Alignment

Types of service intervention to ensure PSLO is achieved.		
	Intervention Strategies	Connection to PSLO
Intervention # 1		PSLO 1
Intervention # 2		PSLO 1
Intervention # 3		PSLO 1
Intervention # 4		PSLO 1

Section 3: Assessment Plan & Reporting

Complete During Planning	Complete After Data Collection (Reporting)

PSLO #	What is the cycle of PSLO data collection & analysis?	What assessment method (direct or indirect form) was used to measure PSLO? Describe how it is used to measure learning.	Target for Success (how will you know if you've been successful?)	Results (record data patterns and assessment findings. Did you meet your target for success?)	Create a plan for improvement. List actions that will help you accomplish your goal of increasing student success. Who might need to be involved? What resources might you need to be successful?
1.					

Section 4: Overall Reflection

How did your program follow up from assessment decisions or actions during the previous assessment reporting cycle?	
Reflection on Results: What did you learn about students this year? What did you learn about the services you provide year? What outcomes are students performing outstanding on? What outcomes are students struggling with? What can be done to improve outcomes in the future?	
Describe how the program used insights gained from assessment to integrate academic services into student learning. Examples include faculty-led workshops, cross-disciplinary learning opportunities, collaborative projects with other academic departments and linking academic learning with co-curricular student development.	

Describe how the program used assessment insights to collaborate with other co-curricular programs .	
Examples include an early alert system, studies on key issues of student learning, professional development activities, and program development partnerships in co-curricular initiatives, etc.	
Notable program accomplishments, e.g. grants, staff publications, program proposals, etc.	
Section 5: Communicating and Maintaining PSLOs	
1. When were PSLOs last reviewed by the Vice President of Student Affairs?	
2. When and how are PSLOs made available to staff (include URL, if available)?	
3. Who are your stakeholders? What data does each stakeholder need to know? What findings should be emphasized for each stakeholder? How will you share data with each stakeholder?	
Section 6: Assessment Materials	
Highlight all relevant assessment-related items the program has developed. Please store those documents on Microsoft Share Point Co-Curricular Program Assessment Site.	
▪ Student or Program Handbook ▪ Program Overview (curriculum map) ▪ Program Schedules ▪ Lesson plans for activities ▪ Measurement Methods and Survey Templates ▪ Products from Student Affairs Professional Development ▪ Brochures, website, social media, etc. ▪ Other (please specify):	
Section 7: Assessment Support	
1. What resource needs have your assessment efforts revealed?	Highlight all that apply: ▪ Facilities ▪ Human Capital ▪ IT/Software ▪ Professional Development ▪ Other (please specify): _____

2. Please explain your selections in the previous question.	
3. Please describe your program/unit assessment challenges and how the Office of Assessment can support you.	

Thank you for completing this report.

Report will all data collection will be stored and archived on Microsoft SharePoint Co-Curricular Program Assessment Site

Co-Curricular Program Review Rubric

Co-Curricular Assessment Reporting Review Rubric					
This rubric is designed to evaluate the status of your program's co-curricular assessment efforts, as outlined in the annual co-curricular assessment report. Our goal is for this evaluation to contribute to discussions that drive meaningful program improvement and development.					
	The program:	Yes	Somewhat	No	Comments
1.	Developed clear and measurable program student learning outcomes (PSLOs).				
2.	Student Affairs domain mission statement links clearly to the Dine' College mission statement.				
3.	Aligned PSLOs to Program Goals: Dine' College Strategic Goals and Grant Goals (if applicable).				
4.	Data collected represents the targeted population.				
5.	Identified intervention used to assess each PLSO.				
6.	Indicated how PLSOs were measured (graded or rated).				
7.	Identified the cycle of each PSLO data collection and analysis.				
8.	Described the data patterns or findings from assessment data analysis for each PSLO analyzed.				
9.	Described decisions or actions it will take because of the findings for each PSLO analyzed.				
10.	Shared how it followed up from assessment decisions or actions during the previous assessment reporting cycle.				
11.	Shared what the program learned from the overall data patterns analyzed.				
12.	Explained how the program used assessment insights to enhance student learning by integrating academics and collaborating with the academic programs.				
13.	Explained how the program used assessment insights to collaborate with other co-curricular programs.				
14.	Shared notable program accomplishments.				
15.	Reported a date or timeline of review of PSLOs by program director.				
16.	Identified when and how it makes PSLOs available to students.				
17.	Has developed assessment-related items such as a curriculum map, program handbook, a conflict-resolution policy, direct and/or indirect measures, etc..				
18.	Made clear connections between assessment efforts and its resource needs.				
19.	Overall, the program appears to have implemented a clear assessment process that is sustainable and meaningful to the program.				

General Comments: