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**Program assessment Summary report**

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| Department:  | Report Type: NEW PROGRAM REPORT |
| Program Name:  | Degree Award Level:  |
| Report Preparer:  | Academic Year Data: 2024-25 |
| Program Structure: Choose an item. | Date Report Completed: Click or tap to enter a date. |
| Semester/Year Next Full Report Due:  | Semester/Year Next Self Study Due:  |

|  |  |
| --- | --- |
| **Program Assessment Question** | **Response** |
| 1. **URL**: Provide the URL where the learning outcomes (LO) can be viewed.
 |  Type URL here:  |
| 1. **Assessment Instruments**: Please list the source(s) of the data/evidence, other than GPA, that is/are used to assess the stated outcomes? (e.g., capstone course, portfolio review and scoring rubric, licensure examination, etc.)
 |  List assessment instruments here and their corresponding Learning Outcome(s); add LOs as needed:* LO #1:
* LO #2:
* LO #3:
* LO #4
 |
| 1. **Interpretation**: Who interprets the evidence? (e.g., faculty, Admin. assistant, etc.).
 | Who interprets the data?  |
| 1. **What are the target percentages for students meeting each learning outcome?** (and results, list each LO separately)
 | What is the target percentage for students meeting each LO? Add LOs as needed. * LO #1:
* LO #2:
* LO #3:
* LO #4:

If data has been collected, please complete the following section: |
| 1. **Assessment Results**: Based on your assessment results from the previous reporting cycle, what emerged as the strength of your program?

What areas did you find weaknesses? | Referring to your assessment data, what emerged as the strength of your program? Based on your assessment data, what areas within the program need attention? |
| 1. **Changes**: Since the last submitted report, list:

*a.* The changes your made to the program based on your assessment results*b.* The results of those changes | What changes were made last year to the program based on assessment results?What are the results of those changes? |
| 1. **Changes for future, with timeline**: Based on you results for this reporting cycle, what changes would you like to make to advance the program?
 | Based on the assessment results for this time period, what are the changes that you would like to make? Please include a timeline for those changes. |
| 1. **Strengths in your Assessment Process**: What is working well in our assessment process?
 |  What about your assessment process is working well? |
| 1. **Improvements to Assessment Process**: List ways in which your assessment process can be improved. [A brief summary of changes to assessment plan can be reported here.]
 | In what ways can your assessment process be improved? |
| 1. **General Education Assessment**: Please list the department faculty who have participated in our General Education Assessment Initiative. [For graduate degree programs, please type N/A.]
 | If applicable, list names of department faculty who participated in our GenEd Assessment Initiative during AY2024-25: |

***End of Report***

**CCSU New Program Assessment Report**

**Submission Year: AY2025-26 Data Years: through AY2024-25**

|  |  |
| --- | --- |
| Name of Department: |  |
| Program Name and Level (BS, MA, etc.) |  |
| Name of Report Preparer(s) |  |
| Date Report was Completed: |  |

**PREAMBLE & PROGRAM INFORMATION**

Write a brief description about degree or program using language that could be understood across disciplines; include context that can help the committee understand the history of assessment for this program. (2 to 4 sentences)

|  |  |
| --- | --- |
| Does your department have an Assessment Committee | Choose an item. |
| If you have an Assessment Committee, how often does it meet? If not, please skip |  |
| How many full-time faculty do you have in your department? [Please use [OIRA Faculty Headcount](https://www.ccsu.edu/sites/default/files/2023-07/Faculty_Load_Metrics_By_Department.pdf) Data]; if this is a shared program, please enter the total number of full-time faculty teaching in the program. |  |
| How many students are in this program? [Please use [OIRA Enrollment](https://docs.ccsu.edu/oira/institutionalData/factbook/enrollments/headcount/Fall_Enrollment_By_Academic_Historical.pdf) Data] |  |

**SECTION 1: LEARNING OUTCOMES (LO)**

Review your program LOs and compare to the criteria listed below. Check all that apply to the current program outcomes. Don't worry if one or more boxes are not checked.

[ ]  The LO's are based on skills, knowledge, or competencies that students should know by the time they graduate. For more information, click this link: <https://bit.ly/LearningOutcomeGuidance>

[ ]  The LO statements are verb driven and take “students” as the grammatical subject. For example, verbs such as analyze or distinguish are stronger than words such as understand or know. For more information on verbs, click this link: <https://bit.ly/LOVerbOptions>

[ ]  The LOs are written in clear, simple language for a lay audience.

[ ]  The LOs are Outcomes discrete and measurable.

List all LOs for program graduates; please add lines if necessary.

* LO #1:
* LO #2:
* LO #3:
* LO #4:
* LO #5:

**SECTION 2 – 5-YEAR ASSESSMENT PLAN**

Assessment is cyclical in nature and is most effective when it is ongoing and systematic, building upon the previous year’s results.

**Briefly describe the 5-year timeline for implementing the full assessment plan for this program.**

|  |  |
| --- | --- |
| Year | Tasks |
| AY2025-26 |  |
| AY2026-27 |  |
| AY2027-28 |  |
| AY2028-29 |  |
| AY2029-30 |  |

**When and how often will each Learning Outcome be assessed?**

**What is the target group to be assessed?** (For example, seniors in all sections of class X.)

**How will the students be evaluated/assessed?**

**What data will be collected?**

**Who will analyze the data?**

**SECTION 3 – CURRICULUM MAP**

A curriculum map benefits program assessment by clearly aligning courses with learning outcomes, helping to identify gaps, redundancies, and opportunities for improvement. More specifically,

* **Purpose**: Ensures that all program learning outcomes are addressed across the curriculum.
* **Methodology**: Each course is mapped to specific PLOs, indicating how each outcome is **Introduced (1)**, **Reinforced (2)**, or **Mastered (3)**.

Please complete the Curriculum Map below by identifying the key assessment(s) for each learning outcome and their corresponding level using **1 for Introduced**, **2 for Reinforced**, and **3 for Mastery**; insert additional rows as necessary. (See Appendix for example)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Course # and Description | Key Assessment | LO #1 | LO #2 | LO #3 | LO #4 | LO #5 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**SECTION 4 – ANALYSIS PROCESS**

**Describe the proposed methodology for evaluating the assessment results**.

**How will the information be shared with the department?**

**What is the process for making improvements based on the results?**

***End Report Here if Data is Not Available Yet***

**If data has been collected, please complete the reminder of the report**.

**SECTION 5 – FINDINGS**

Please answer the following questions for each learning outcome for which you have collected data; responses should be unique for each outcome. Delete the text for LOs without data.

1. **Key Assessment: Describe the key assessment that aligns with the learning outcome(s).**
2. **Include Data Table: Provide assessment results using a table format**, each table should have a title, labels, and a legend.

Note: this is learning outcome specific; do not aggregate all learning outcomes. *If you need assistance with producing the tables, please contact Martie Kaczmarek, Assessment Coordinator, at mkaczmarek@ccsu.edu.*

**LO #1: Key assessment(s) and data table(s) for LO #1.**

1. Describe the assessment(s) and include the course(s) where the assessment was employed:

2. Data Table(s) with assessment results:

**LO #2: Key assessment(s) and data table(s) for LO #2.**

1. Describe the assessment(s) and include the course(s) where the assessment was employed:

2. Data Table(s) with assessment results:

**LO #3: Key assessment(s) and data table(s) for LO #3.**

1. Describe the assessment(s) and include the course(s) where the assessment was employed:

2. Data Table(s) with assessment results:

**LO #4: Key assessment(s) and data table(s) for LO #4.**

1. Describe the assessment(s) and include the course(s) where the assessment was employed:

2. Data Table(s) with assessment results:

**LO #5: Key assessment(s) and data table(s) for LO #5.**

1. Describe the assessment(s) and include the course(s) where the assessment was employed:

2. Data Table(s) with assessment results:

**SECTION 6 – ANALYSIS of RESULTS**

Provide one short paragraph of analysis for each learning outcome; the analysis should reflect the corresponding data and should be unique to the learning outcome. Delete the text for LOs without data.

Each paragraph should describe **what the current results mean**, including identifying students' strengths and areas for growth, and **how they compare** to the previous year(s).

**LO #1 Analysis:**

**LO #2 Analysis:**

**LO #3 Analysis:**

**LO #4 Analysis:**

**LO #5 Analysis:**

**SECTION 7 – USE of RESULTS**

Based on the results of your current assessments:

1. **What changes is your program planning to make based on these results? How have you used assessment data to make changes?**
2. **Describe plans (if any) for altering current learning outcomes, assessment methods, and/or rubrics.**

**SECTION 8 – ASSESSMENT of General Education Learning Outcomes**

Please complete this section for all undergraduate programs. For a list of GenEd LOs, please click [here](https://ccsu.smartcatalogiq.com/en/current/undergraduate-graduate-catalog/undergraduate-general-education-program/).

|  |  |
| --- | --- |
| Has the department participated in the assessment of General Education Learning Outcomes over the past five years? | Choose an item. |
| List the faculty that have participated and the associated learning outcome(s) |  |
| Would faculty in this program be interested in participating in our General Education Outcomes Assessment to help advance student learning in these important areas? | Choose an item. |
| Has your department collected data on your GenEd programs? | Choose an item. |

**SECTION 9 – ASSIGNMENTS & RUBRICS**

Please attach the key assessment assignments and corresponding rubrics for all learning outcomes.

Thank you for submitting the New Program Report for your program. The Academic Assessment Committee will review your report and will host a conversation meeting with you shortly thereafter. If you have any questions or concerns, please contact Martie Kaczmarek, Assessment Coordinator, OIRA, at mkaczmarek@ccsu.edu or call ext.22304.

***End of Report***