

**STUDENT ACHIEVEMENT ASSESSMENT COMMITTEE
PROGRESS REPORT EVALUATION FORM
2005-2006**

EVALUATOR NAME: _____

PROGRAM OF STUDY: _____

COLLEGE: _____ DATE: _____

Please Note: A 'yes' response can range from a score of 3 to 5. If an item is not applicable (N/A), its score can be left blank. The 'overall rating' includes a component of quality and may therefore depart from the sub-scores above. Evaluator names will be removed prior to submission to program degree areas.

| I. STUDENT LEARNING OBJECTIVES | Does Not Meet/No | 2 | Meets/Yes | 3 | 4 | Exceeds | 5 |
|---|------------------|----------|-----------|----------|----------|---------|---|
| a. Does the progress report include objectives that are measurable? | 1 | 2 | 3 | 4 | 5 | | |
| b. Are at least three objectives listed? | 1 | 2 | 3 | 4 | 5 | | |
| c. Were there changes to the objectives from the previous year? | 1 | 2 | 3 | 4 | 5 | | |
| ----- | | | | | | | |
| OVERALL RATING | 1 | 2 | 3 | 4 | 5 | | |

Comments/Suggestions for Improvement:

| II. ASSESSMENT INSTRUMENTS | Does Not Meet/No | 2 | Meets/Yes | 3 | 4 | Exceeds | 5 |
|---|------------------|----------|-----------|----------|----------|---------|---|
| a. Does the report describe the specific assessment measures to be used to assess each objective? | 1 | 2 | 3 | 4 | 5 | | |
| b. Are both indirect and direct measures listed? | 1 | 2 | 3 | 4 | 5 | | |
| c. Are both formative and summative measures used? | 1 | 2 | 3 | 4 | 5 | | |
| d. Is detail provided to explain the measure and the assessment process? | 1 | 2 | 3 | 4 | 5 | | |
| e. Are assessment measures/rubrics attached? If not, please contact Kristin to acquire them. | 1 | 2 | 3 | 4 | 5 | | |
| ----- | | | | | | | |
| OVERALL RATING | 1 | 2 | 3 | 4 | 5 | | |

Comments/Suggestions for Improvement:

| III. COURSE-LEVEL ASSESSMENT | Does Not Meet/No | | Meets/Yes | | Exceeds |
|--|------------------|----------|-----------|----------|----------|
| a. Do course-level assessments contribute to the unit's assessment plans? | 1 | 2 | 3 | 4 | 5 |
| b. If none are in place, are any course-level assessments planned for the upcoming year? | 1 | 2 | 3 | 4 | 5 |
| c. Has the unit initiated the course level assessment process through mapping or courses to objectives or other means? | 1 | 2 | 3 | 4 | 5 |
| OVERALL RATING | 1 | 2 | 3 | 4 | 5 |

Comments/Suggestions for Improvement:

| IV. SUMMARY OF COLLECTED DATA | Does Not Meet/No | | Meets/Yes | | Exceeds |
|---|------------------|----------|-----------|----------|----------|
| a. Does the report include a summary of the data collected for each assessment measure? | 1 | 2 | 3 | 4 | 5 |
| b. Did the summary provide sufficient information? | 1 | 2 | 3 | 4 | 5 |
| c. Are explanations given for missing data? | 1 | 2 | 3 | 4 | 5 |
| OVERALL RATING | 1 | 2 | 3 | 4 | 5 |

Comments/Suggestions for Improvement:

| V. DATA INTERPRETATION | Does Not Meet/No | | Meets/Yes | | Exceeds |
|--|------------------|----------|-----------|----------|----------|
| a. Does the report describe how the unit interprets the data with regard to meeting expected objectives? | 1 | 2 | 3 | 4 | 5 |
| b. Is the data interpreted appropriately? | 1 | 2 | 3 | 4 | 5 |
| c. According to the unit, are the objectives being met? | 1 | 2 | 3 | 4 | 5 |
| OVERALL RATING | 1 | 2 | 3 | 4 | 5 |

Comments/Suggestions for Improvement:

| VI. IMPROVEMENTS | Does Not Meet/No | | Meets/Yes | | Exceeds |
|--|------------------|----------|-----------|----------|----------|
| a. Have the <u>data</u> been used to improve the program? | 1 | 2 | 3 | 4 | 5 |
| b. Does the report describe these changes in detail? | 1 | 2 | 3 | 4 | 5 |
| c. Are these changes linked to specific assessment measures? | 1 | 2 | 3 | 4 | 5 |
| <hr/> | | | | | |
| OVERALL RATING | 1 | 2 | 3 | 4 | 5 |

Comments/Suggestions for Improvement:

| VII. FACULTY INVOLVEMENT | Does Not Meet/No | | Meets/Yes | | Exceeds |
|---|------------------|----------|-----------|----------|----------|
| a. Were faculty involved in deciding on and implementing changes? | 1 | 2 | 3 | 4 | 5 |
| b. If they were not involved, does the report describe how they will they be included in the coming year? | 1 | 2 | 3 | 4 | 5 |
| <hr/> | | | | | |
| OVERALL RATING | 1 | 2 | 3 | 4 | 5 |

Comments/Suggestions for Improvement:

| VIII. ROLES & COMMUNICATION | Does Not Meet/No | | Meets/Yes | | Exceeds |
|--|------------------|----------|-----------|----------|----------|
| a. Do others besides the chair or the assessment coordinator receive summaries? | 1 | 2 | 3 | 4 | 5 |
| b. Is it noted who collects and maintains the assessment data? | 1 | 2 | 3 | 4 | 5 |
| c. Does the report note how often assessment findings are shared? | 1 | 2 | 3 | 4 | 5 |
| d. Does the report note with whom the report will be shared with in the coming year? | 1 | 2 | 3 | 4 | 5 |
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| OVERALL RATING | 1 | 2 | 3 | 4 | 5 |

Comments/Suggestions for Improvement:

