

**Appendix A: TEMPLATE FOR ANNUAL PROGRAM REPORT REVIEW** *(See preceding document for detailed descriptions for each section)*

**WE ARE CURRENTLY DOING A 5-YEAR REVIEW**

**ANNUAL PROGRAM REPORT**

College	CLASS
Reporting for Academic Year	2019-2020
Last 5-Year Review	2013
Next 5-Year Review	2020
Department	

II. **SUMMARY OF ASSESSMENT** (suggested length of 1-2 pages)

**A. Program Learning Outcomes (PLO)**

List all your PLO in this box. Indicate for each PLO its alignment with one or more institutional learning outcomes (ILO). For example: "PLO 1. Apply advanced computer science theory to computation problems (ILO 2 & 6)."

**B. Program Learning Outcome(S) Assessed**

List the PLO(s) assessed. Provide a brief background on your program's history of assessing the PLO(s) (e.g., annually, first time, part of other assessments, etc.)

**C. Summary of Assessment Process**

Summarize your assessment process briefly using the following sub-headings.

**Instrument(s):** (include if new or old instrument, how developed, description of content)

**Sampling Procedure:**

**Sample Characteristics:**

**Data Collection:** (include when, who, and how collected)

**Data Analysis:**

**D. Summary of Assessment Results**

Summarize your assessment results briefly using the following sub-headings.

**Main Findings:**

**Recommendations for Program Improvement:** (changes in course content, course sequence, student advising)

**Next Step(s) for Closing the Loop:** (recommendations to address findings, how & when)

**Other Reflections:**

**E. Assessment Plans for Next Year**

Summarize your assessment plans for the next year, including the PLO(s) you plan to assess, any revisions to the program assessment plan presented in your last five-year plan self-study, and any other relevant information.

III. **DISCUSSION OF PROGRAM DATA & RESOURCE REQUESTS**

**B. Request for Resources** (*suggested length of 1 page*)

1. Request for Tenure-Track Hires: provide evidence from trends provided
2. Request for Other Resources