

Instructions

Annual Progress Report on Assessment of Student Learning

Directions: The Annual Progress Report on Assessment of Student Learning covers the previous academic year, thus reports due in March 2008 will cover actions, data, and events that occurred during the 2006-07 academic year. These reports allow departments/programs to provide updates to their Dean and the Provost on how their assessment plans are being implemented and the improvements to student learning that are being made.

A template has been created to facilitate the development of these reports. For accredited programs, sections of your current accreditation report that address the relevant issues can be utilized within the Annual Progress Report. Following the exact layout of the template is not required; however the following points do need to be addressed in the report for **each student learning outcome** that was assessed during the academic year:

- What were the students expected to learn in the degree program?
- What forms of evidence were gathered to assess the extent to which students learned?
- What were the results of the assessment?
- How has the evidence or information gathered been used for improvement?
- To what extent have the improvements worked (or are working)?
- Given the assessment activities and results to date, describe your plans for the coming year.

For 2008:

Provide link to department web site where degree program student learning outcomes are posted (must be within two clicks of the front page).

Attach an Alignment Matrix for each degree program (see sample and worksheet at <http://www.k-state.edu/assessment/process/index.htm>).

Two suggested report formats are provided in this template: narrative and tabular. Either one of these formats or a combination approach can be used.

- **Narrative** (Series of open-ended questions where responses can be inserted directly after each question)
- **Tabular** (Series of open-ended questions are listed vertically and the learning outcome(s) can be inserted horizontally. Responses for each learning outcome are entered into the cells of the table.)