### Non-Instruction Program SLO Assessment Report Form

Please complete one form for each assessed program.

1) Date: Click here to enter text.

2) Program: Click here to enter text.

3) Assessed Program SLO(s): Click here to enter text.

4) Assessment Assignments and/ or Instruments:

Which were used to assess the SLO(s)?

A.  Direct observation of performances, structured practice or drills, “practical” exams, small group work, etc.

B.  Self-assessments (e.g. reflective journals, surveys)

C.  Internal/External Data

D.  Other (please describe): Click here to enter text.

5) Please insert any instruments used for assessment (rubrics, checklists, surveys, etc.) or include a hyperlink to such documents here.

Click here to enter text.

6) What is your expected level of achievement for measuring success?

Click here to enter text.

7)Assessment Results:

What did members of your program learn from the assessment of the outcome(s)? Did the assessment work, and if not, what needs to be revised?

Click here to enter text.

8) Action Plan:

Based on the assessment results, what changes, if any, are planned to increase student success? When will they be implemented? Please check any appropriate boxes and provide a brief description with a timeline for changes.

A.  Results are positive—no changes to be made

B.  Conduct further assessment related to the issue and outcome

C. ☐ Use new or revised resources or services (e.g., mode of communication, additional workshops, etc.)

D.  Develop new methods of evaluating student learning

E.  Plan purchase of new equipment or supplies needed for modified student activities

F.  Make changes in staffing plans (e.g., modified job descriptions, requests for new positions, etc.)

G.  Engage in professional development about best practices for this type of activity

H.  Unable to determine what should be done

I.  Other: Click here to enter text.

Provide a brief description with a timeline for changes:

Click here to enter text.

10) The dialogue that occurred while planning assessments, evaluating data results, and determining action plans took place

A.  with others in my program during department meetings

B.  during on-campus workshops, duty day, flex, etc.

C.  over email

D.  with colleagues from other campuses

E.  with my manager

F.  other: Click here to enter text.

G.  No dialogue occurred. Reason no dialogue occurred (i.e. “Dialogue was difficulty due to the large number of part-time employees in this program” etc.): Click here to enter text.