Program Assessment Report

Step 1 – Please Identify the program

Definitions of program types:

Managerial Program:

Administrative Program:

Academic Program:

Program Name:  
Program Head:  
Type of Program
○ Academic Program
○ Administrative Program
○ Managerial Program

Program Name / Description. Please provide a 3 to 5 sentence description of the program

Stakeholders Served: Academic

Number of Majors Served

Number of Credit Hours Generated

Number of Credit Hours Taught

Retention Rate

Graduation Rate (4 or fewer years)

Graduation Rate (5 years or more)
Number of Sponsored Activities

Number of Students Attending

Number of Training Sessions

Number of Attendees

Stakeholders Served: Administrative / Managerial

Number of Students Served

Direct Student Contact Hours

Number of Sponsored Activities

Number of Students Attending

Number of Training Sessions

Number of Attendees

Full Time Employees

Faculty (AAUP)
- Applicable
- Non-Applicable

Administrative (SUOAF)
- Applicable
- Non-Applicable

Management
- Applicable
- Non-Applicable

Clerical
- Applicable
- Non-Applicable

Maintenance
- Applicable
- Non-Applicable

Police
- Applicable
- Non-Applicable

Administrative & Residual
- Applicable
- Non-Applicable

Part Time Employees

Adjunct Faculty
- Applicable
- Non-Applicable
University Assistants
○ Applicable ○ Non-Applicable

Graduate Assistants
○ Applicable ○ Non-Applicable

Graduate Interns
○ Applicable ○ Non-Applicable

Student Employees
○ Applicable ○ Non-Applicable

Volunteers (unpaid)
○ Applicable ○ Non-Applicable

Does the program have any operations or collaborations that generate revenue (both direct and indirect) or result in cost savings (both direct and indirect)?
○ Yes ○ No

Revenue Source

<table>
<thead>
<tr>
<th>Description</th>
<th>Income</th>
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<tbody>
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Add another response

Please provide a general description of your supply and equipment costs.

Supply & Equipment Costs

<table>
<thead>
<tr>
<th>Description</th>
<th>Expenditure</th>
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Add another response

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Step 2 - Relevance

Please describe how this program and its elements align and support the University’s mission and strategic plan.

Are there any essential internal or external resources providing supplemental services in support of the delivery of your program?

What are the external and internal demands for this program? Please provide specific examples and supporting evidence.

How does your program meet the changing needs of its stakeholders? For example, are the current proposed mandates, policies, laws, accreditation requirements, and/or standards that impact the delivery of your program? Please provide specific examples and supporting evidence.
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Step 3 - Quality Assessment

Describe your assessment plan for your program.

What are the measures you utilize within your assessment plan?

Describe how you have enhanced your program based on specific assessment outcomes or results.

If appropriate, please provide benchmark data addressing how your program compares with similar programs. Please describe why/how the benchmark was selected as the most appropriate.

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Program Assessment Report

Step 4 – Needs, Risk Factors, Potential Growth Areas

What are your program's unmet needs? Please provide specific examples and supporting evidence.

What risk factors impact your ability to deliver essentials services (funding, staffing, facilities/space, etc.?)

Do you have resources available to reallocate to another area?

What would the program accomplish if additional resources were made available? What type of investment would be needed and what is the estimated impact for potential growth?
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Step 5 – Additional Information

Please provide information that is relevant to the evaluation of the program that is not included in the previous questions.

Please attach files that is relevant to the evaluation of the program. (Images and Office files only)

Choose File  No file chosen

Attach more files

Need assistance with this form?