Brooklyn college annual program assessment report

**SECTION i. Program-Level Outcome Assessment Status**

|  |  |
| --- | --- |
| **NYSED CODE:** | **Outcome Assessment Status AY 20XX-20YY** |
| **Program Outcome** | **Data Collection on Schedule**  | **Data Collection Delayed** | **Results Being Evaluated** | **Result Evaluation Delayed** | **Developing Improvement Strategies** | **Improvement Strategy Development Delayed** | **Training Faculty on Improvements** | **Faculty Training Delayed** | **Implementing Improvement Strategies** | **Improvement Strategy Implementation Delayed** |
| #1: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| #2: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| #3: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| #4: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| #5: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| #6: List outcome in full |  |  |  |  |  |  |  |  |  |  |

*Please mark program-level student learning outcome status with an “****X****”*

**Section II: Program Background**

|  |
| --- |
| **Reporting Year:**  |
| **Program assessed in this report:** | **Program NYSED Code:** |
| **Description of Program:** |
| **Program Assessment Cycle Length (maximum of 3 years):** |
| **Total Program Enrollment:** |
| **Program Coordinator/Contact:** |
| **List All Program-Level Outcomes:** **1.****2.****3.****4.****5.**  |
| **URL for published learning outcomes (please complete URL):**  |

**Section III: Mapping of Program-Level Outcomes to College Mission**

**Recoded Brooklyn College Mission Statement for Mapping**

|  |  |
| --- | --- |
| College Mission Statement | Code |
| Brooklyn College provides a transformative, distinctive, and affordable education to students from all backgrounds. We are proud of our history of intellectual freedom and academic excellence, as well as our location in a borough known for innovation, culture, and the arts. | CMS\_1 |
| We have a special commitment to educate immigrants and first-generation college students from the diverse communities that make up our city and state. | CMS\_2 |
| Our striving spirit reflects our motto: "Nothing without great effort." Through outstanding research and academic programs in the arts, business, education, humanities, and sciences, we graduate well-rounded individuals who think critically and creatively to solve problems.  | CMS\_3 |
| They become leaders who transform their fields and professions and serve our increasingly global community. | CMS\_4 |

**Alignment of Program Outcomes to College Mission**

*Please indicate how each program outcome aligns to the college mission by marking with an "***X***".*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Program Outcomes | CMS\_1 | CMS\_2 | CMS\_3 | CMS\_4 |
| Program Outcome #1:*List the full program outcome here* |  |  |  |  |
| Program Outcome #2: |  |  |  |  |
| Program Outcome #3: |  |  |  |  |
| Program Outcome #4: |  |  |  |  |
| Program Outcome #5: |  |  |  |  |

***Add rows for outcomes as needed*Section IV: Mapping of Outcomes to Institutional/Gen Ed Outcomes**

**Alignment of Program Outcomes to Institutional Outcomes**

*Please show how program outcomes align to the institutional outcomes by marking with an "***X***".*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Program Outcome | Think critically and creatively | Effectively express their thoughts | Make sound ethical judgments | Integrate knowledge from diverse sources | Become an informed and responsible citizen of the world |
| Program Outcome #1:*List the full program outcome here* |  |  |  |  |  |
| Program Outcome #2: |  |  |  |  |  |
| Program Outcome #3: |  |  |  |  |  |
| Program Outcome #4: |  |  |  |  |  |
| Program Outcome #5: |  |  |  |  |  |

**Section V: Detailed Assessment Planning Document**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Program Outcomes1** | **Assessment Methods (e.g., Test, Performance Appraisal)** | **Course(s) and/or Departmental Project(s) Selected for Data Collection** | **Data Collection (semester)** | **Faculty Member Coordinating2** | **Improvement Planning Meeting(s) (semester)3** | **Semester to Train Faculty to Implement Improvement Strategies4** | **Implement Improvement Plan (semester(s))4** | **Re-Assess/Data Collection (semester)** | **Evaluate Effectiveness of Improvement Plan4** |
| **Program Outcome #1:** |   |   |   |   |   |   |   |   |   |
| **Program Outcome #2:** |   |   |   |   |   |   |   |   |   |
| **Program Outcome #3:** |   |   |   |   |   |   |   |   |   |
| **Program Outcome #4:** |   |   |   |   |   |   |   |   |   |
| **Program Outcome #5:** |   |   |   |   |   |   |   |   |   |
| **Notes:**1. List the full statement of program outcomes, e.g., “Program Outcome #1: Create instructional plans to promote and enhance critical thinking, and problem solving abilities.”2. Please note that the assigned coordinators/faculty may vary.3. Faculty should meet to discuss assessment results. If an outcome's target is met, there may be no improvement strategies to implement for that outcome.4. If an outcome's target is met, there may be no improvement strategies to implement for that outcome. However, the outcome must still be re-assessed in the following assessment  cycle as scheduled.5. Continue to add rows for all program-level outcomes as needed. |

**Section VI: Assessment, Evaluation of Results, and Improvement Planning**

***One outcome is listed in this template, but please continue to populate the template for all outcomes you will be assessing in this report, i.e., Outcome 2, Outcome 3, etc.***

Outcome 1 (as submitted in the 20XX-20YY Assessment Planning Document).

*Which program student learning outcome was assessed during this reporting period?1*

List the outcome in full.

Data/Evidence & Evaluation Process.

*For the outcome, indicate what data/evidence2 (other than grades) were used to determine the impact of the change.*

Direct evidence is required; indirect evidence is optional.

Results.

*What were the results of the analysis of the assessment data?3*

Improvement Strategies & Planning

*Were there improvement strategies developed based on the assessment results?*

If yes, discuss below4.

If no, explain why (were program expectations met?)

Discussion of Budgetary Considerations for Outcomes Assessment

*Please provide a description and appropriate data-based justification for the following:*

a. What, if any, changes were made within the program in terms of resource redistribution, to implement these changes?

b. What, if any, resources were requested from the department to implement these changes? Were they approved?

c. What, if any, resources were requested of the School Dean to implement these changes? Were they approved?

Comments

**Minimal Requirements Notes for Section VI:**

1. Provide: the question about student learning being asked with regards to this outcome
2. Provide:
	1. Sampling methodology:
		1. Course selected for assessment of the program outcome
		2. Course enrollment total
		3. Number of sections of the course assessed
		4. Total number of students assessed
		5. List of instructors involved in data collection
	2. Description of the assignment
		1. Performance appraisal with rubric
		2. Test with test blueprint
		3. Faculty involved in assignment development
		4. Approval process for assignment within the program/department (if any)
		5. Timeline for assignment development
			1. When was it developed?
			2. If a re-assessment, was it re-used, revised, or other?
	3. Copy of assignment (include as Appendix). You may also include an artifact of student work.
	4. Performance target for students
	5. Faculty involved in data interpretation
	6. How the artifacts were scored
		1. Was it done via an online tool?
		2. Was it done by a designated faculty member or by several faculty?
		3. Were scores submitted by each faculty member from participating sections?
3. Provide:
	1. Description of Student Performance (aggregated) compared to established targets
		1. If a rubric was used to assess a performance appraisal, list each performance indicator used for the outcome and the results (e.g., percentage of students who met or exceeded faculty criterion)
		2. If a test was used with a test blueprint, indicate the overall performance on each item that was indicated in your test blueprint. *Please see the IE office staff if you need assistance interpreting your test data.*
	2. Supporting Materials (if needed, tables, graphs, etc.)
	3. Trends (over time/previous assessment reports) – if applicable
	4. Conclusions:
		1. Where are students excelling? Where are they struggling?
4. Provide:
	1. Strategies for improving results
	2. Plan for improvement:
		1. How/when were results disseminated?
		2. Meetings held for strategy development
		3. Which faculty were involved in improvement strategy development?
		4. What improvements strategies were identified?
		5. How were these strategies be communicated to appropriate faculty?
		6. How were the strategies be implemented?
	3. Budgetary considerations (e.g., Student Tech Fund)
	4. University support (e.g., CTL)
	5. When will the outcome be re-assessed to evaluate the effectiveness of the improvement strategies?

**Section VII. Assessment Follow-up**

**Impact of change(s) based on *previous* assessment recommendations**

Re-assessed Outcome X.

*Which program student learning outcome was re-assessed during this reporting period?*

List the outcome in full.

Follow-up on Prior Improvement Strategies

*Was your program able to implement all of its planned improvement strategies for this outcome?*

If no, why not?

Reflection on Results

*Were the implemented improvement strategies effective?*

Include all relevant data as outlined in the minimal requirements in Section VI.

Recommendations & Planning

*Will the previously implemented improvement strategies be revised, continued as is, or discontinued?*

Why or why not?

Discussion of Budgetary Considerations for Outcomes Re-Assessment

*Please provide a description and appropriate data-based justification for the following:*

a. What, if any, changes will be made within the program in terms of resource redistribution, to implement these changes?

b. What, if any, resources will be requested from the department to implement these changes? *Please complete the Ranking and Justification Sheet in the next subsection.*

Ranking of Departmental Budgetary Considerations for Planned Improvements

*Rank planned improvement strategies in order of importance in terms of resource allocation (1 highest importance, 5 lowest).*

List the improvement in full and make sure to list its associated outcome. Below the ranking, please provide data-based justification for the planned improvement.

*Guidelines regarding communication/responses to budgetary requests/considerations for improvement planning are forthcoming from the IE and Finance and Administration Offices.*

|  |  |  |
| --- | --- | --- |
| **Rank of Importance** | **Planned Improvement** | **Associated Program Outcome***List outcome in full* |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

Comments