**Brooklyn college annual Student-Facing AES Unit assessment report**

Brooklyn College Annual AES Unit Assessment Report, 20XX-YY

The Assessment Report form collects results of assessments conducted during the 20XX-YY year. The data/evidence and results submitted in this report should tie directly to the outcomes identified in the Unit’s 20XX-YY Assessment Plan. See the *Brooklyn College AES Assessment Handbook* for guidance and examples.

|  |  |
| --- | --- |
| Administrative Division: |  |
| Administrative Unit: |  |
| Contact Name(s): |  |
| Email(s): |  |
| Instructions: Use this template to report on your assessment plan and assessment results for the 20XX-20YY assessment cycle. If you have any questions or would like assistance completing this report, please contact Institutional Effectiveness at IE@Brooklyn.CUNY.edu. | |

College Mission

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. We have a special commitment to educate immigrants and first-generation college students from the diverse communities that make up our city and state. 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. They become leaders who transform their fields and professions and serve our increasingly global community.

**Institutional Learning Outcomes (ILOs)**

* Think critically and creatively,
* Effectively express your thoughts,
* Make sound ethical judgments,
* Integrate knowledge from diverse sources, and
* Become an informed and responsible citizen of the world.

## Unit Mission

## Unit Mission Alignment to College Mission. Fill in or copy paste as needed.

**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 Unit Mission Statement to College Mission**

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Unit Mission Statement | CMS\_1 | CMS\_2 | CMS\_3 | CMS\_4 |
| Unit Mission Statement Part 1:  *List statement part in full.* |  |  |  |  |
| Unit Mission Statement Part 2:  *List statement part in full.* |  |  |  |  |
| Unit Mission Statement Part 3:  *List statement part in full.* |  |  |  |  |
| Unit Mission Statement Part 4:  *List statement part in full.* |  |  |  |  |

## Unit Goals and Outcomes Alignment to the 2018-2023 Strategic Plan: List the full goal and its alignment to the 2018-2023 Strategic Plan (e.g., Unit Goal 1, aligned with Strategic Plan Goal 2.1). *The* Brooklyn College Worksheet for Identifying and Defining AES Unit Goals *is provided for reference in Appendix A.*

***Add additional rows for unit goals and outcomes as needed***

|  |  |  |  |
| --- | --- | --- | --- |
| **Unit Goals** | **Outcomes** | **SLO or Non-SLO** | **Strategic Plan Objective** |
| Goal #1:  *List Unit Goal in full* | Outcome 1.1:  *List outcome in full* |  |  |
| Goal 1, Outcome 1.2:  *List outcome in full* |  |
| Goal 1, Outcome 1.3:  *List outcome in full* |  |
| Goal #2:  *List Unit Goal in full* | Outcome 2.1:  *List outcome in full* |  |  |
| Outcome 2.2:  *List outcome in full* |  |
| Outcome 2.3:  *List outcome in full* |  |
| Goal #3:  *List Unit Goal in full* | Outcome 3.1:  *List outcome in full* |  |  |
| Outcome 3.2:  *List outcome in full* |  |
| Outcome 3.3:  *List outcome in full* |  |

## Unit Mission Alignment to College ILOs. Fill in or copy paste as needed.

*Please indicate how each statement part aligns to each ILO by marking with an "***X***"*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit Mission Statement | 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 |
| Unit Mission Statement Part 1:  *List statement part in full.* |  |  |  |  |  |
| Unit Mission Statement Part 2:  *List statement part in full.* |  |  |  |  |  |
| Unit Mission Statement Part 3:  *List statement part in full.* |  |  |  |  |  |
| Unit Mission Statement Part 4:  *List statement part in full.* |  |  |  |  |  |

***Add additional rows as needed***

## Detailed AES Unit Assessment Planning Document (Abbreviated). Fill in or copy paste as needed (*a sample is provided in Appendix B*).

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Goal** | **Strategic Plan Objective** | **Outcome** | **SLO or Non-SLO** | **Assessment Method(s)** | **Source of Data** | **Timeframe for Data Collection** | **Coordinating Staff** | **Timeframe for Evaluation of Assessment Results** | **Timeline for Use of Results (if applicable)** | **Re-Assess/**  **Data Collection (semester)** | **Evaluate Effectiveness of Results-based Changes** |
| Goal 1:  **Insert Goal** |  | Outcome 1.1:  **Insert Outcome** |  |  |  |  |  |  |  |  |  |
| Outcome 1.2: |  |  |  |  |  |  |  |  |  |
| Goal 2: |  | Outcome 2.1: |  |  |  |  |  |  |  |  |  |
| Outcome 2.2: |  |  |  |  |  |  |  |  |  |
| Goal N (add as needed): |  | Outcome N.n (add as needed): |  |  |  |  |  |  |  |  |  |

*Note:   
1. List the full statement of goals and outcomes - do not leave as Goal 1, Outcome #1  
2. The number of goals and outcomes will vary per unit  
3. Student-facing units MUST have Student Learning Outcomes*

Unit-Level Outcome Assessment Status

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Outcome Assessment Status AY 20XX-20YY** | | | | | | | | | |
| **Unit**  **Outcome** | **Data Collection on Schedule** | **Data Collection Delayed** | **Results Being Evaluated** | **Result Evaluation Delayed** | **Developing Results-based Changes (if applicable)** | **Change Development Delayed** | **Training Staff on Changes** | **Staff Training Delayed** | **Implementing Changes** | **Change Implementation Delayed** |
| 1.1: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| 1.2: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| 1.3: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| 2.1: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| 2.2: List outcome in full |  |  |  |  |  |  |  |  |  |  |
| 2.3: List outcome in full |  |  |  |  |  |  |  |  |  |  |

*Please mark unit outcome status with an “****X****”*

***Continue to add rows for unit outcomes as needed***

# Assessment Outcomes and Evaluation

***One goal-associated outcome is listed in this template, but please continue to populate the template for all outcomes/goals you will be assessing in this report, i.e., Goal 1, Outcome 1.2, Outcome 1.3, etc.***

**Goal 1, Outcome 1.1 (*as submitted in the 20XX-20YY Assessment Planning Document*):** List the outcome in full.

**Summary of Assessment Methods for Outcome 1.1:** (What did you assess? What methods/assessment instruments did you use? What is the target you expected to achieve to meet the outcome? When did the assessment occur? What sort of sampling method was used?) ***Please refer to glossary in Appendix C for definitions.***

**Results for Outcome 1.1:** (Provide a detailed summary of results for Outcome 1.1. Be as specific as possible; include percentages or numbers that resulted from the assessments. Include graphs, tables, and/or figures, if applicable. Compare results to prior years, if applicable.)

**Evaluation of Results for Outcome 1.1:** (Did you meet the target you expected to achieve? What strengths and/or weaknesses did your results reveal?)

**Use of Results for Outcome 1.1:** (What do you plan to do with the results? Provide a brief explanation of how the results are going to be used to make specific changes within the Unit.)

**Budgetary Considerations for Outcome 1.1, Unit-focused:** (What, if any, changes can be made inside the unit in terms of resource redistribution, to implement these changes?)

**Budgetary Considerations for Outcome 1.1, request to Division Head:** (What, if any, resources should be considered for use to help implement these changes?)

## Ranking of Budgetary Considerations for Planned Operational Improvements: Rank improvements listed for each outcome 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. Then list its alignment to the 2018-2023 Strategic Plan 2.0. 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** | **Planned Operational Improvement** | **Outcome** | **Strategic Plan Objective** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

**Executive Summary of Assessment Results:**

Briefly summarize the major findings from the evaluation of your assessment results for each outcome assessed in this report. ***Provide a bulleted list of findings, with a maximum of three bullet points per outcome.***

**The Impact of Changes Made in the Unit Due to Assessment Activities:**

Please discuss how previously planned improvements or improvements implemented within this year have affected your Unit since implementation. Please discuss any improvements over time, any difficulties in implementation, and/or any measurable improvement to student learning, if applicable.

# Optional Documentation

**Indirect Measures of Student Learning:** If student-facing, please list any indirect measures of assessment as well as their results below. Please discuss any analyses done and any actions taken based on the results. ***Examples of evidence of student learning can be found in Appendix D.***

**External Recognition:** Please feel free to share any instances of recognition for your Unit relevant to your Unit goals.