

GCU Annual Assessment Audit- Academic Programs AY 2018-2019

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Q17

GCU Annual Assessment Audit-Academic Programs AY 2018-2019

Q3 Academic Program Assessment Audit As a continuous process of improvement, the topic of assessment needs to be integrated into the topics addressed at faculty, school, and department meetings on a regular basis. The following set of questions outline an annual cycle of these discussions, and as such, serves as an assessment audit. This audit is to be completed by the department chair or assessment liaison at the end of the academic year, on or before June 30. The data will be reviewed by the Director of Assessment.

Q4 What is the name of your academic program?

Q5 What is your school affiliation?

- Arts and Sciences (1)
 - Business and Digital Media (2)
 - Education (3)
 - University-Wide Program (4)
 - Other (please specify) (5) _____
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Q6 Who is completing this report?

- Program or Department Chair (1)
 - Program or Department Assessment Liaison (2)
 - Program Assistant (3)
 - Other (please specify) (4) _____
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Q7 What is your last name?

Q8 What is your first name?

Q9 What is your email address?

Q10 Assessment Planning, Implementation, Analysis, and Action Plan Please complete the following grids that outline the steps taken related to planning for assessment, executing assessment, analyzing results, and planning for improvement.

Q11 Please state the actions taken to plan for program assessment this past academic year.

	In Process (1)	Completed (2)	No action taken (3)
Program description reviewed, aligned with University Mission and Values. (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Program learning outcomes (LOs) and goals reviewed and updated as needed. (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Program LOs aligned with Institutional Learning Goals (ISLG-Undergraduate). (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
All program courses mapped to program LOs. (4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assessment Plan in place for the program. (5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Plan developed for collecting student artifacts, data, and evidence of learning. (6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Plan developed for sharing assessment data within the department. (7)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Program named an assessment liaison. (8)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify) (9)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q12 Please state the actions taken related to the cycle of assessment this past academic year.

	In Process (1)	Completed (2)	No action taken (3)
Planned and discussed the cycle of assessment for the department. (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Identified and collected student work products or evidence to be used for this year's assessment plan. (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Identified a process to assess student work, report assessment data, and a time-frame for the completion of this year's assessment protocols. (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Set aside time within department meetings to share and discuss assessment results. (4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
After reviewing assessment data, analyzed results and developed an action plan to address the results. Action plan notes how to continue positive results, and addresses areas of improvement. (5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The action plan identifies measures of success. A timeline is part of the action plan. (6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Department discussed how to share assessment results. What data should be made public? What assessment data is required to be made public? (7)

Other (please specify) (8)



Q13 Please state the actions taken to document program's assessment plans and activities.

	In Process (1)	Completed (2)	No action taken (3)
Program's Learning Outcomes and Goals are updated for the next catalog year. (If necessary) (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Course syllabi include the program's learning outcomes. (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Course descriptions in course syllabi match current catalog description. (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Department meeting minutes record assessment-related activities and discussions. (4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Department has appropriate storage for student artifacts used for assessment purposes. (Electronic or hard copy) (5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify) (6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q14 Was the program's assessment plan sent to the Director of Assessment this year? (Norm: September 30 due date, (due:November 2017))

- Yes (1)
 - No, not necessary as current plan is valid. (2)
 - No, plan is still in development (3)
 - No action taken at this time. (4)
 - Other (please specify) (5) _____
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Q15 Was the annual assessment report sent to the Director of Assessment by June 30?

- Yes (1)
 - No, report is delayed. Extension of time requested. (2)
 - No action taken. (3)
 - Other (please specify) (4) _____
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Q16 Do you have any additional comments to add to this report?

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