

**(Name of Program)**  
**Academic Program Annual Assessment Update**  
**College of Arts and Sciences**  
**Due: May 14, 2010**

1. **Assessment Activity:** Briefly identify where you are in your departmental assessment activities and timeline (#s 7 and 8 on your departmental assessment plan).
  
2. **Assessment Analysis:** Departments will be engaged continuously in assessment planning and analysis. Annual reports will serve as updates to your long-term plan; these should include points a. and b. below. At some point in the program review cycle, all departments will also undergo the program review process in which assessment is only a portion of the self-study. If you are also completing a self-study, please also respond to c:
  - a. Summary of results: Report on how the data were analyzed and interpreted. What were your findings? How and to whom was this information disseminated?
  - b. Long-term Implications: How did you use the results of your analyses? What plans have you made to enhance your strengths? How will you make improvements?
  - c. Program review self-study: How did assessment of student learning contribute to your self-study? When was your last external review? What suggestions or recommendations (if any) impacted your assessment process?
  
3. **Revision Work:** If your assessments have led to major revisions in your departmental mission statement, outcomes, assessment responsibilities, activities, or timeline, please be sure to file these changes with your annual assessment update. If these changes occurred in two or more of the above areas, please resubmit a long-term assessment plan.
  
4. **Future Due Dates:** We have a “short” year this year because of our first WASC visit next October---all updates are due on May 14<sup>th</sup>. In subsequent years, your updates will not be due until the end of September of the following academic year; for example, all assessment updates for 2010-11 will due the following September 30, 2011.

Please contact your A-Team representative if you should need assistance. Thank you.