COMMITTEE ON ACADEMIC PLANNING AND REVIEW
RUBRIC FOR ANNUAL PROGRAM REPORT REVIEW

History:
08-09 CAPR 23 (revised)

NOTE TO CAPR REVIEWER:
Read the Annual Report submitted by the program by visiting the Five-year Reviews and Annual Reports by Department page on the Academic Senate website; find the CAPR document that pertains to the last five year review (e.g. 08-09 CAPR 42). Read this document and identify the main issues raised by CAPR with respect to the five year plan and the goals set for this project in the intervening five years to the next program review. Report back on the program and the degree to which the Annual Report a) addresses the five year planning horizon as appropriate, and b) addresses the specific elements as parsed out below (questions 1-4).

YEAR: **2015-16**

PROGRAM: **Computer Science MS**

LAST FIVE-YEAR REVIEW: **2011-12**

NEXT FIVE-YEAR REVIEW: **2016-17**

CAPR REVIEW AND RECOMMENDATION DOCUMENT:
(i.e. 13-14 CAPR 22 on Five-year Reviews and Annual Reports by Department webpage)

1.
Does the Annual Report have a self-study (one page)?
Yes [x] **No** [ ]

1a.
Does the Annual Report record progress with departmental planning and review? – does it describe progress toward the program's defined goals, any problems reaching its goals, any revisions to goals, and any new initiatives taken with respect to goals?
Yes [x] **No** [ ]

> 3 major changes have affected the program, 1) division of the Mathematics and Computer Science department, 2) move of CS to Student and Faculty Support (SF) building, 3) semester conversion.
> They have addressed in detail the issues brought up in last 5-year review.
> Students:
> - Focused requirements for clarity
> - No undergrad courses to MS
> - Clarified requirements for admission
> Faculty:
> - One new faculty member Fall 2016
> - More searches being conducted
> Resources:
> - Centralized IT support not meeting the departments needs. Options being discussed with College of Science

1b.

Does the Annual Report provide information on the program's assessment processes? – does it provide information indicating the results of the program's assessment efforts and/or efforts to further develop its assessment efforts?
Yes x **No** ☐

1c.
Does the Annual Report detail progress on fulfilling programmatic needs? – does it record significant events which have occurred or are imminent, such as changes to resources, retirements, new hires, curricular changes, honors received, etc?
Yes x **No** ☐

> - In the past three years, we have finalized our assessment process, and have conducted post-assessment examinations for targeted course. The exams are deployed through Blackboard and automatically scored. In the last two years, we have also closed the loop on assessment by making changes based on our assessment data.
>
> - Oversubscribed courses: limited early registration
>
> - Program is dealing with Academic Dishonesty and created a plan to try to limit the occurance.
>
> - Lab space and lab tech support: on going issues of lack of computer labs and support. Two years ago they obtained primary usage to a second newly renovated computer classroom, and access to a second small computer lab in VBT.

2.
Does the Annual Report have a summary of assessment results and ensuing or necessary revisions (one page)?
Yes x **No** ☐

Please identify whether the following information is identifiable:

Which student learning outcome was assessed:
Yes x **No** ☐

What assessment instrument(s) were used to measure this SLO:
Yes x **No** ☐

What participants were sampled to assess this SLO:
Yes x **No** ☐

What assessment results were obtained, highlighting important findings from the data collected:
Yes x **No** ☐

How the assessment results were (or will be) used as well as any revisions to the assessment process the results suggests are needed:
Yes x **No** ☐

2a.
Does the Annual Report contain a reflection upon progress made and changes with respect to the student learning outcomes assessment plan that is reported on in the five-year review self-study?
Yes x **No** ☐

> Key points: The program has implemented an assessment program and has determined some limitations of that approach (does not identify an individual PSLO) and will redesign for semester conversion.
>
> The program is happy with the data from the assessments and have discussed "closing the loop: "In regard

> to closing the loop and using the results of the assessment process to improve student learning for PLO #3, it would appear that the CS 6260 and CS 6560 need only fine tuning, while CS 6901 instructors could attempt to address consistency."
>
> Another issue is that 2 masters programs share courses but not PLOs but this will be solved with semester conversion since the Master's in Computer Science and the Master's in Computer Networks have been combined into a single program with common PLOs.
>
> The table of specific PLO results did not give detail as to what the numbers indicated.

2b.

Does the Annual Report describe any changes made to the assessment plan in the preceding 12 months, summarize activities carried out to implement the assessment plan by the program in the preceding 12 months, and summarize the results of any SLO assessed in the preceding 12 months?

Yes [x] **No** [ ]

> Key points: see above

3.

Does the Annual Report have numeric data summaries of the program obtained from Institutional Research, Analysis and Decision Support (one page)?

Yes [x] **No** [ ]

Does the Annual Report numeric data summary include:

3a. Student demographics of majors?
Yes [x] **No** [ ]

3b. Student level of majors?
Yes [x] **No** [ ]

3.c Faculty and academic allocation?
Yes [x] **No** [ ]

3.d Course data?
Yes [x] **No** [ ]

3.e One or two pages of supplemental information, as appendices, in the form of graphical presentation (e.g., line graphs), tables, and pertinent discussion which summarize the data of the last several (3-5) years to make changes and trends more apparent (note, this is suggested i.e. optional)?
Yes [x] **No** [ ]
(*see 4. below for details if Yes*).

4.

In addition to the required elements of the Annual Report (1-3 above), does the Annual Report include any elements that were not requested?

Yes [ ] **No** [x]

> Comments: