



**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: 2013-2014

PROGRAM: Communication

LAST FIVE-YEAR REVIEW: 2010-2011

NEXT FIVE-YEAR REVIEW: 2014-2015

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 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 No

The previous 5 year-review stated 6 major goal areas. They have accomplished most of them. They have refined the BA curriculum as suggested by the outside reviewer. They were unable to work on changes to the M.A. Program because of AGPS demands on the undergraduate program. They established a Pioneer Radio online.

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 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 No

Tenured, tenure track faculty FTEF has risen from 3.3 to 6.5 in 2013. One faculty retired, and they hired one new tenure track faculty. Units for major were reduced from 96 to 76 as asked by AGPS but they

think that by doing so, the reduced CORE decimated the overall communication degree. Faculty climate is improving. They created two new options. 7 peer reviewed essays published. 2 book contracts signed. 3 presentations at conferences.

2.

Does the Annual Report have a summary of assessment results and ensuing or necessary revisions (one page)?

Yes No

Please identify whether the following information is identifiable:

Which student learning outcome was assessed: Create, analyze, edit, and Respond to written, spoken, and visual messages in multiple formats, and contexts.

Yes No

What assessment instrument(s) were used to measure this SLO: grid aligning SLOs with CSUEB ILOs

Yes No

What participants were sampled to assess this SLO: COMM2200, COMM2320, and COMM3560

Yes No

What assessment results were obtained, highlighting important findings from the data collected:

Yes 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 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 No

Key points:

Started a systematic implementation of its full five-year assessment program in 2013. They have 6 BA learning outcomes.

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 No

Key points: SLO 1 assessed in 2013-2014, SLO 3 in 2014-2015, SLO 4 in 2015-2016, SLOs 5 and 6 in 2016-17.

3.

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

Yes No

Does the Annual Report numeric data summary include:

3a. Student demographics of majors?

Yes No

3b. Student level of majors?

Yes No

3.c Faculty and academic allocation?

Yes No

3.d Course data?

Yes 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 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

Comments:
