

Appendix A: TEMPLATE FOR ANNUAL PROGRAM REPORT REVIEW (See preceding document for detailed descriptions for each section)

WE ARE CURRENTLY DOING A 5-YEAR REVIEW

ANNUAL PROGRAM REPORT

College	CLASS
Department	Philosophy & Religious Studies
Program	BA Philosophy
Reporting for Academic Year	2019-2020
Last 5-Year Review	2013
Next 5-Year Review	2020
Department Chair	Christopher Moreman
Author of Review	Moreman
Date Submitted	Oct. 14, 2019

I. SELF-STUDY (suggested length of 1-2 pages)

A. Five-Year Review Planning Goals

Present your planning goals from your last 5-year plan.

B. Progress Toward Five-Year Review Planning Goals

Report on your progress toward achievement of the 5-Year Plan. Include discussion of problems reaching each goal, revised goals, and any new initiatives taken with respect to each goal.

C. Program Changes and Needs

Report on changes and emerging needs not already discussed above. Include any changes related to SBI440, significant events which have occurred or are imminent, program demand projections, notable changes in resources, retirements/new hires, curricular changes, honors received, etc., and their implications for attaining program goals. Organize your discussion using the following subheadings.

Overview:

Curriculum:

Students:

Faculty:

Staff:

Resources: (facilities, space, equipment, etc.)

Assessment:

Other: (e.g., major program modifications)

II. SUMMARY OF ASSESSMENT (suggested length of 1-2 pages)

A. Program Learning Outcomes (PLO)

List all your PLO in this box. Indicate for each PLO its alignment with one or more institutional learning outcomes (ILO). For example: "PLO 1. Apply advanced computer science theory to computation problems (ILO 2 & 6)."

B. Program Learning Outcome(S) Assessed

List the PLO(s) assessed. Provide a brief background on your program's history of assessing the PLO(s) (e.g., annually, first time, part of other assessments, etc.)

C. Summary of Assessment Process

Summarize your assessment process briefly using the following sub-headings.

Instrument(s): (include if new or old instrument, how developed, description of content)

Sampling Procedure:

Sample Characteristics:

Data Collection: (include when, who, and how collected)

Data Analysis:

D. Summary of Assessment Results

Summarize your assessment results briefly using the following sub-headings.

Main Findings:

Recommendations for Program Improvement: (changes in course content, course sequence, student advising)

Next Step(s) for Closing the Loop: (recommendations to address findings, how & when)

Other Reflections:

E. Assessment Plans for Next Year

Summarize your assessment plans for the next year, including the PLO(s) you plan to assess, any revisions to the program assessment plan presented in your last five-year plan self-study, and any other relevant information.

III. DISCUSSION OF PROGRAM DATA & RESOURCE REQUESTS (suggested length of 2 pages)

Each program should provide a one-page discussion of the program data available through University Dashboard. This discussion should include an analysis of trends and areas of concern. Programs should also include in this discussion requests for additional resources including space and tenure-track hires. Resource requests must be supported by reference to University Dashboard data. Requests for tenure-track hires should indicate the area and rank that the program is requesting to hire. If a program is not requesting resources in that year, indicate that no resources are requested.

A. Discussion of Trends & Reflections

Notable Trends;

Summarize and discuss any notable trends occurring in your program over the past 3-5 years based on program statistics (1-2 paragraphs). You may include 1-2 pages of supplemental information as appendices to this report (e.g., graphs and tables).

Reflections on Trends and Program Statistics:

Provide your reflections on the trends discussed above and statistics and supplemental information presented in this report.

B. Request for Resources (*suggested length of 1 page*)

1. Request for Tenure-Track Hires: provide evidence from trends provided
2. Request for Other Resources