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### Program Assessment Dean Summary Template

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## Program Assessment Dean Summary Template

### **Abstract**

Program Assessment Dean Summary Template

### **Keywords**

Program Assessment Dean Summary Template, Standard VII

# College-level Annual Assessment Results and Recommendations Report

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This report serves to provide a summary of results and recommendations for the College-at-large.  
**Data from each individual program is to be addressed:**

College: \_\_\_\_\_

Dean: \_\_\_\_\_

## Section 1: Summary of the State of the College

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### A. Enrollment and Graduation Rate Analysis

Analyze and discuss the current year's program data as compared to the previous five years of collected data for each program with respect to:

- Program Enrollment
- Graduation Rates (4-year and 6-year graduation rates)

### B. Program Student Learning Outcome Assessment Data and Recommendations

For each individual program, summarize the current year's program assessment (from annual reports and program reviews) including:

- Student learning outcomes data
- Recommendations based on findings

## Section 2: General Academic Planning

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Using the information analyzed, discuss the following:

- What do I open?
- What do I close?
- What needs to be supported with:
  - a. More faculty
  - b. Other resources?
- What actions will be taken to strengthen the programs and the College-at-Large?

## Section 3: College Resource Needs

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### A. Faculty and Staff Resource Needs

Discuss faculty and staff resource needs **using supporting data and a rationale** connected to Section 2 (General Academic Planning) and individual program data.

**Finally, provide an itemized list of faculty needs (with reference to the data and rationale)**

### B. General Resource Needs

Discuss general resource needs **using supporting data and a rationale** connected to Section 2 (General Academic Planning) and individual program data with respect to the following:

- Office Supplies, Travel
- Technology (e.g. administrative software, faculty computers, etc.)
- Office Equipment
- Facilities (Office Spaces, etc.)
- Furniture, etc.
- Memberships, Accreditation Fees, etc.

### C. Pedagogical/Curricular Needs

Discuss pedagogical/ curricular resource needs **using supporting data and a rationale** connected to Section 2 (General Academic Planning) and individual program data with respect to the following:

- Software (instructional)
- Instructional Technology (instructional software, LCD projectors, printers, etc.)
- Instructional Equipment (microscopes, etc.)
- Professional Services (Practice exams for licensure preparation, etc.)
- Library Resources (Databases, etc.)
- Facilities (Classrooms, Labs, etc.)

## Section 4: Budget Request Line Items

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<b>College (Program)</b>	<b>Description of Resource Request</b>	<b>Page # Reference</b> <small>(for Rationale)</small>	<b>Quantity Requested</b> <small>(where relevant)</small>	<b>Unit Cost</b> <small>(where relevant)</small>	<b>Total Cost</b> <small>(to nearest dollar)</small>	<b>Strategic Plan Goal</b> <small>(2013-2020)</small>
<i>Example:</i> COE (B.S. Athletic Training)	<i>Example:</i> BOC Practice Exams for CAATE Licensure Exam Preparation (25 students, 4 exams each)	<i>Example:</i> pg. 2	<i>Example:</i> 100	<i>Example:</i> 25.50	<i>Example:</i> 2,550	1.1.4.2