Co-curricular Student Outcomes Assessment Report AY 2018-19 *Completed reports due from the Assessment and Accreditation Coordinator by October 15, 2018.   Unit assessment coordinators set their own internal deadlines for material review and request for refinement if not suitably addressing questions.*

Unit Name: _____   **Contact Name(s) and Email(s)** _____

Before you complete the form below, please review the co-curricular outcomes. Each of the four response windows in the assessment rubric should be related to each of the four co-curricular student learning outcomes. Templates are available on the assessment website.

Part 1: Summary of Assessment Activities

1a. Please list your student learning outcomes or the suggested learning outcomes that you assessed this year?	1b. What assessment did you use to determine how well your students attained the outcome?	1c. What were your expectations of students to achieve student learning outcomes?	1d. How would you summarize the actual data/results of students' ability to achieve student learning outcomes?	1e. What changes or improvements were made or will be made in response to these assessment results or feedback from previous year's report?
1.				
2.				
3.				
4.				

Note: *Your responses should reflect your unit's ability to achieve or not achieve student learning outcomes. Please ensure your response and summary include all four and do not omit outcomes that are not achieved.*

Notes
   a. Use our outcomes summary as a reference.
   b. Please create a separate document for reporting 1a through 1e. See example in templates on the assessment website.
   c. Reports are expected to total one page.
   d. Summary of data (1d) should demonstrate improvement or regression of student learning, reflective of collected assessment data.

Part 1b: Summary for Continuous Quality Improvement
In no more than one page, summarize 1) the discoveries assessment has enabled you to make about student learning (a. What specifically do students know and do well—and less well? b. What evidence can you provide that learning is improving?); 2) what your assessment plan will focus on in the coming year; and 3) how will this information be shared with other stakeholders?

Part 2a:

Summary of Student Success Activities
Based on the results of your assessment of student learning outcomes from Part 1 above, reflect on how this data will impact student success within your unit/program.

a. What goals/objectives were established this past year to aid student performance, retention, persistence, and completion?	b. What primary action steps were taken to make progress on each goal and who was responsible?	c. What data informs progress on each goal?	d. What were some accomplishments or achievements for each goal and/or challenges confronted?	e. Please indicate goals that are continuing and any goals that will replace a previous goal. Any additional goals can also be added on a new line.
1.				
2.				
3.				

Notes
   a. These goals could be program/department wide but may also be focused on specific sub-populations of interest
   b. Retention and completion data is available for Institutional Research. See Blue Reports database (access from Linda Ferguson in Institutional Research) or the Office of Institutional Research for unit data.

Part 2b: Continuous Quality Improvement
In no more than one page, summarize 1) the discoveries that attention to student performance, retention, persistence, and completion has enabled you to make about program/department systems, processes, and norms as it effects students; and 2) how this will positively impact student success, including with regard to the readiness of students for graduate study or a career?

Please prepare this report as a Word document. Please limit your report to no more than two pages. Do not include any attachments. Instead, provide links to important supporting materials (e.g., detailed—but not student-specific--assessment results; rubrics; minutes; etc.), or upload them to the college's assessment site in Blackboard.