**Student Outcomes Assessment & Success Reports 2022-23**

**Deadlines**

To accommodate demands on faculty time and programs undergoing accreditation or program review, SOASR will be accepted on a rolling basis.

***CONSULT YOUR ASSOCIATE DEAN OR ASSESSMENT DIRECTOR REGARDING ANY INTERNAL DEADLINES.***

**Early Submission: September 1, 2023**

**Last Day to Submit:** **November 17, 2023**

**How to Submit:**

Consult your college Associate Dean or Assessment Director, as guidelines vary by college.

**Annual Reporting Guidelines for Academic Programs**

**For assistance contact Kelley Woods-Johnson:** [**kelley.woods-johnson@indstate.edu**](mailto:kelley.woods-johnson@indstate.edu) **or at extension 7975.**

**Purpose**

Annual Student Outcomes Assessment & Success Reports **(SOASRs)** are first and foremost tools for facilitating faculty reflection, planning, and documentation of efforts to ensure student learning and success. Regular engagement in and transparent reporting of this process also serves as assurance to students and stakeholders of our commitment to student learning and success, as well as an opportunity for strengthening assessment practices and the data they yield.

Regular assessment of student achievement of learning outcomes is an important indicator for faculty to gauge student progress through their academic programs. Unlike course grades, well-designed learning outcomes assessment provides more accurate insights into student mastery of the core intended outcomes of an academic degree program, and can inform faculty planning for success and continuous improvement.

Student learning is central to student success, but we know that success is influenced by many factors. Regular review of accepted measures, such as retention, persistence, and graduation rates provides useful reference points for evaluation of program goals and reflection on the valuable activities faculty engage in to support students and promote their success.

**Instructions**

1. The annual SOASR documents outcomes from the PRIOR academic year, as outlined in your program assessment plan. The report due this year reflects **AY 22-23**. You do not need to report on all program outcomes every year.
2. Include program faculty, at minimum, in the discussion of assessment results and actions to be taken based on findings, and preferably throughout the assessment process.
3. Complete EITHER the **Table Format** (Option A) **OR** the **Narrative Format** (Option B) report based on what makes sense for your discipline. While both forms will include some narrative reflection and specific data reporting, feedback from faculty suggests this option makes reporting more useful.
4. If helpful, review the SOASR Rubric (separate attachment) that will be used to provide program faculty with feedback on their assessment practices to get a sense of what details would be useful to include in your report.

***For programs currently undergoing accreditation review:*** It is recognized that accreditation review often meets or exceeds institutional evaluation standards. If you 1) report program student learning outcome data to your accreditor, 2) data from the current AY for the SOASR is included in your accreditation report, and 3) your report will be completed by the last day to submit the SOASR, you may request an alternate reporting format to streamline your efforts.

**AY 22-23 STUDENT OUTCOMES ASSESSMENT & SUCCESS REPORT OPTION A: TABLE FORMAT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Academic Program:** |  | | **Date:** |  |
| **Author(s):** |  | | | |
| **Verify that each of the following documents is correct and current on the** [**ISU Assessment Results Webpage**](https://www.indstate.edu/assessment/assessment-results) **by marking with an “X.”** Please submit any updated documents and/or corrections as soon as possible to Kelley Woods-Johnson, Director of Assessment & Program Effectiveness, at [kelley.woods-johnson@indstate.edu](mailto:kelley.woods-johnson@indstate.edu). | | \_\_\_ Learning Outcomes  \_\_\_ Curriculum Map  \_\_\_ Assessment Plan | | |
| **How is this program offered? If “Both,” data should be disaggregated by campus and distance students.** | | \_\_\_ Campus \_\_\_ Distance \_\_\_ Both | | |

1. **Student Learning Outcomes Assessment** Expand/add table cells as necessary to accommodate requested information.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Learning Outcome(s) Assessed**  Include actual outcome language; enter one per line, add lines as needed | **Assessment Strategies Used** | | | **Established Benchmark for Proficiency** | **Actual Student Performance Relative to Benchmark** | **Prior Results for Comparison** |
| **Course** | **Assignment/Activity** | **Evaluation Tool**  i.e. rubric, exam key, preceptor evaluation, etc. |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Describe primary insights gained from analysis of findings of student learning outcomes assessment. What is going well, and what needs to be monitored or addressed?** |  |

1. **Student Success Data Trends**

Department Chairs will receive and disseminate Program Data Profiles at the beginning of each fall semester. The data in these profiles summarizes trends in institutional markers of student success such recruitment, enrollment, retention, persistence, and graduation. Department and program trends in staffing and finance are also shared for review of resources and program sustainability. Data should be reviewed and discussed by program faculty, and insights should be documented in this section.

|  |  |
| --- | --- |
| **What student success indicators are strong or trending positively?** |  |
| **What student success indicators are concerning?** |  |
| **Share additional relevant student success data not included in the Program Data Profile.** *If faculty need access to or assistance in navigating Blue Reports to view additional data or disaggregate data by student demographic, contact Kelley Woods-Johnson or Institutional Research (*[*https://irt2.indstate.edu/ir/*](https://irt2.indstate.edu/ir/)*).* |  |

1. **Continuous Quality Improvement**

|  |  |
| --- | --- |
| **Review the action plan from the previous year’s report and/or the last assessment of these learning outcomes. Provide a brief update of whether these activities appear to have influenced student learning and/or success outcomes.** |  |
| **Based on the findings, what are the top priorities to address and what actions are planned to maintain strong performance and/or improve student learning and success?** |  |
| **What support/resources/partnerships (if any) will be explored to achieve these?** *Note – this is a planning/reporting tool, not a request for resources. Any potential support identified here should be followed up with consultation with appropriate university officials (e.g., Deans, ISU Foundation, Enrollment Management, etc.).* |  |
| **What learning outcomes will your assessment plan focus on next year, and what changes, if any, are planned to improve assessment strategies and yield stronger data?** |  |
| **Describe faculty involvement in assessment and data analysis, and how will findings be shared with faculty and applicable stakeholders?** |  |

**AY 22-23 STUDENT OUTCOMES ASSESSMENT & SUCCESS REPORT OPTION B: NARRATIVE FORMAT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Academic Program:** |  | | **Date:** |  |
| **Author(s):** |  | | | |
| **Verify that each of the following documents is correct and current on the** [**ISU Assessment Results Webpage**](https://www.indstate.edu/assessment/assessment-results) **by marking with an “X.”** Please submit any updated documents and/or corrections as soon as possible to Kelley Woods-Johnson, Director of Assessment & Program Effectiveness, at [kelley.woods-johnson@indstate.edu](mailto:kelley.woods-johnson@indstate.edu). | | \_\_\_ Learning Outcomes  \_\_\_ Curriculum Map  \_\_\_ Assessment Plan | | |
| **How is this program offered? If “Both,” data should be disaggregated by campus and distance students.** | | \_\_\_ Campus \_\_\_ Distance \_\_\_ Both | | |

**Instructions:** The narrative format of this report will contain the same information as the table format, but the structure of the narrative is flexible. An outline has been provided for guidance on what to include, but the structure of the narrative need not follow the outline. When applicable, detailed notes from program faculty meetings where assessment was discussed may be copied into this report as the narrative. Please cite to indicate when this is the case.

**Student Learning Outcomes Assessment**

Program Student Learning Outcomes Assessed this Year

For Each Student Learning Outcome Assessed:

* Assessment Strategies for Each Student Learning Outcome (courses where learning took place, assignments used, tools for evaluation – i.e. rubrics, etc.)
* Established Benchmark for Proficiency
* Actual Student Performance Relative to Established Benchmark (provide specific data rather than general observations)
* Comparison to any Prior Data, if Available

Describe primary insights gained from analysis of findings of student learning outcomes assessment. What is going well, and what needs to be monitored or addressed?

**Student Success Activities**

*Department Chairs will receive and disseminate Program Data Profiles at the beginning of each fall semester. The data in these profiles summarizes trends in institutional markers of student success such recruitment, enrollment, retention, persistence, and graduation. Department and program trends in staffing and finance are also shared for review of resources and program sustainability. Data should be reviewed and discussed by program faculty, and insights should be documented in this section.*

What student success indicators are strong or trending positively?

What student success indicators are concerning?

Share additional relevant student success data not included in the Program Data Profile.*If faculty need access to or assistance in navigating Blue Reports to view additional data or disaggregate data by student demographic, contact Kelley Woods-Johnson or Institutional Research (*[*https://irt2.indstate.edu/ir/*](https://irt2.indstate.edu/ir/)*).*

**Continuous Quality Improvement**

Review the action plan from the previous year’s report and/or the last assessment of these learning outcomes. Provide a brief update of whether these activities appear to have influenced student learning and/or success outcomes.

Based on the findings, what are the top priorities to address and what actions are planned to maintain strong performance and/or improve student learning and success?

What support/resources/partnerships (if any) will be explored to achieve these? *Note – this is a planning/reporting tool, not a request for resources. Any potential support identified here should be followed up with consultation with appropriate university officials (e.g., Deans, ISU Foundation, Enrollment Management, etc.).*

What learning outcomes will your assessment plan focus on next year, and what changes, if any, are planned to improve assessment strategies and yield stronger data?

Describe faculty involvement in assessment and data analysis, and how findings will be shared with faculty and applicable stakeholders.