

IUSB Assessment Committee

Third Year Review Written Report Guidelines

Submit your assessment report in electronic format to rculbert@iusb.edu by March 31. The body of the report, (excluding attachments,) should be no more than 3-5 pages. You will receive an evaluation and follow-up questions from the Committee for discussion at the Third Year Review. Please keep in mind that these reports will be posted on the Assessment Committee website, so remove individual's identifying information.

Assessment contact person, and person preparing the report, (if different):

Attach annual reports submitted since the last Third Year Review

Attach an updated departmental assessment plan

Describe any changes to the program's educational goals since the last Third Year Review, and the rationale for those changes.

Describe any assessment techniques used for measuring the Educational Goals that have been added or discontinued since the last Third Year Review, and the rationale for those changes

Attach any assessment instruments that have been used during the past three years, and the data collected, (or, summarized data, if that is more appropriate.)

What analysis has been done with this data? What conclusions has your department drawn?

What changes have been made to the program as a result? (Curriculum, classes offered, classes discontinued, scheduling, advising, faculty education etc. . .)

How did assessment data and analysis support these changes?

What changes does the department plan to make in the coming years to the program and to assessment techniques, and why?

How were faculty, students, administration, alumni and other groups involved in assessment?

How were assessment data and results shared with faculty, students, administration and alumni?

In one paragraph, please summarize the most important impacts of the assessment of student learning on the program.

Is there any other information that you would like included in this report?

