

Minutes 3/13/25 9am

We discussed next year's program assessment template to reduce workload on faculty.
[Working shared document for comments and cuts.](#)

Pre-Work: In June Chairs are required to report data at the Department level [Chair's Reports due this June](#) In this format. Question for this group, what part of the program assessment report [Last Year's template](#) Is now redundant? Is the data reported at the program level still applicable and helpful to the chair for development of the department report?

Take-aways:

- Chair's department reports are for internal use only and Program assessment reports are for accreditation and student information purposes (external use). DFWI may only need to be reported on chair's report.
- If a program is preparing a self-study report, that can be submitted in lieu of our format.
- Encourage program learning outcomes assessments to be performed on both General Education course and Capstone program course.
- Post-graduation success is still important at the program level.

Next-steps:

- Look at/collaborate on proposed cuts in Section 6 of the Draft Template (first link above) forward.
- Consider how much of the "data collection process" should be required in the report section 5
- Consider ways to encourage programs to record **curricular actions** taken in their programs during the academic year.
- Rachelle to finish reviewing the Peer reviewed reports and get them submitted to webpage. [Review reports summary data here.](#)
- Group to prepare for Ad-Hoc visit end of April. [Review ad-hoc report here.](#) Review [site visit report here.](#)