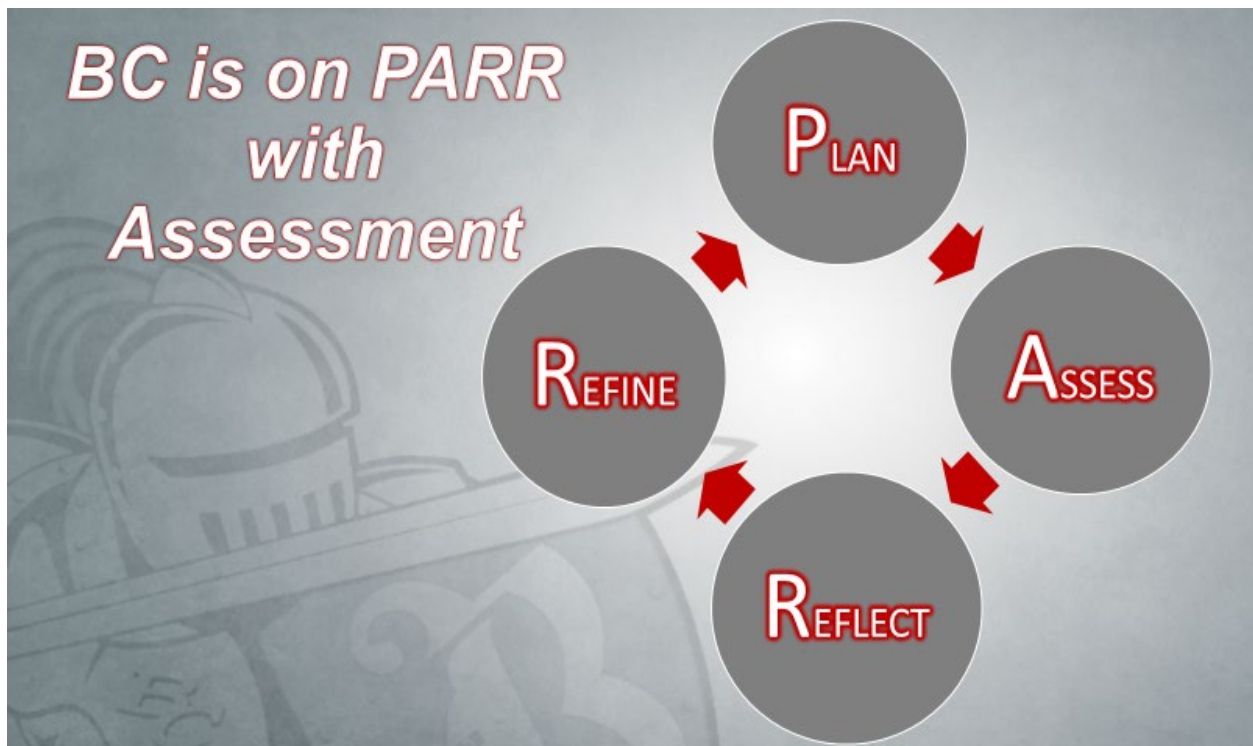# Program Review – Assessment Report Instructions

Instructions:

1. In eLumen, the department chair (utilizing the Report Creator role), or the Assessment Committee representative, over the program needs to generate the report titled "SLO Performance - By Department, Course, CSLO". The report should be generated for each required course and elective listed in the program (e.g., if a math course is part of the psychology program, then the above report should be pulled for both mathematics and psychology courses). When running the report be sure to include fall, spring, and summer terms for the prior academic year. See handout "eLumen Training for Department Chairs" on the Academic Technology webpage for more detailed instructions: www.bakersfieldcollege.edu/academic-technology/elumen-assessment
2. Assessment Table - Column 1: list each required course and elective for the program.
3. Assessment Table - Columns 2 – 6: At the end of each course in the above report, there is a table titled "Totals for CSLOs" that contains the data necessary to complete the Assessment Table. Be sure that all rows that contain data total to 100% for Column 6.
4. Complete one Assessment Report per program and return the completed form(s) to the Program Review Committee. Write your responses in the textbox, the textbox will expand as needed.

Program Review – Assessment Report

Name of Program:

Correctional Administration AA

Plan – **Describe the process used to assess the courses for this program.**

Program Courses are generally assessed through in-class examinations.

Assess – **Fill in the table using the data from the report SLO Performance - By Department, Course, CSLO**

Courses	% Students Exceed	% Students Meets	% Students Doesn't Meet	% Students N/A	Total
Crim B8	51.38	38.71	9.91	0	434
Crim B5	62.5	35	2.5	0	40

Reflect – **Based on the SLO performance data listed in the table, describe both the strengths and weaknesses of the program.**

SLO performances were generally good, with only 9.47% of students not meeting expectations. The main strength of the program is instructor subject matter knowledge. One of the main weaknesses of the program is the sheer number of course offerings, locations, and SLO's requiring assessment.

Refine – **Summarize the changes that discipline faculty plan to implement based on the program's strengths and weaknesses listed above.**

Faculty plan to make the following changes to assessment: Future assessments will be modified to include a more detailed scoring rubrics for the required components of the assessment. This modification should give students greater clarity regarding the requirements to successfully complete the assessment. Future assessments will include more supplemental materials which designed to improve writing and reading comprehension skills. Both the syllabus and classroom lectures specifically direct students to campus resources to improve these skills. Future assessments will include greater emphasis on encouraging students to utilize campus writing and reading resources. In addition, lectures prior to the due dates for the assessments will devote more class time to helping students successfully complete them.

Dialogue – Explain when, or how often, discipline faculty meet to discuss the assessment process (e.g., planning, data collection, and results) for this program (e.g., department meeting).

Discipline faculty meet monthly during the semester to discuss on-going and future assessment activities. Faculty also meet during the Summer and Winter breaks to discuss and upload assessment data.