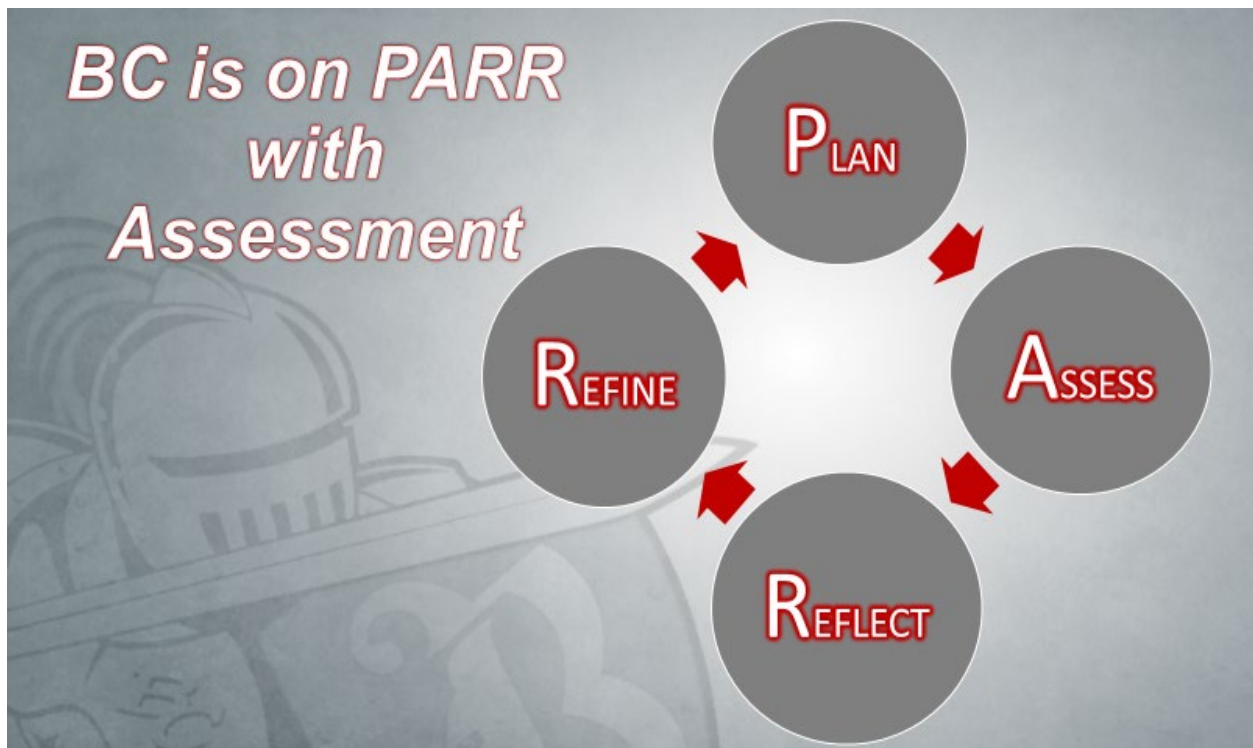


Program Review – Assessment Report Instructions



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:

Human Services AA

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

Program Courses are assessed through a series of weekly out of class written assignments regarding the students' internships

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
HMSV B5	92.59	7.41	0		135

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

SLO performances were excellent, with all students are meeting or exceeding expectations. The main strength of the program is instructor subject matter knowledge as well as the program's ability to obtain Human Service Internship opportunities for students. One of the main weaknesses of the program is the lack of hours the program director is contractually allowed to work. The low number of hours can hamper efforts to maintain and expand the program.

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

Faculty plan to place greater emphasis during lecture on the importance of writing clear and concise reports, particularly for the Human Service Field. In addition, students will receive greater encouragement and incentive to improve their writing skills though utilizing dedicated campus resources, such as the writing lab.

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.