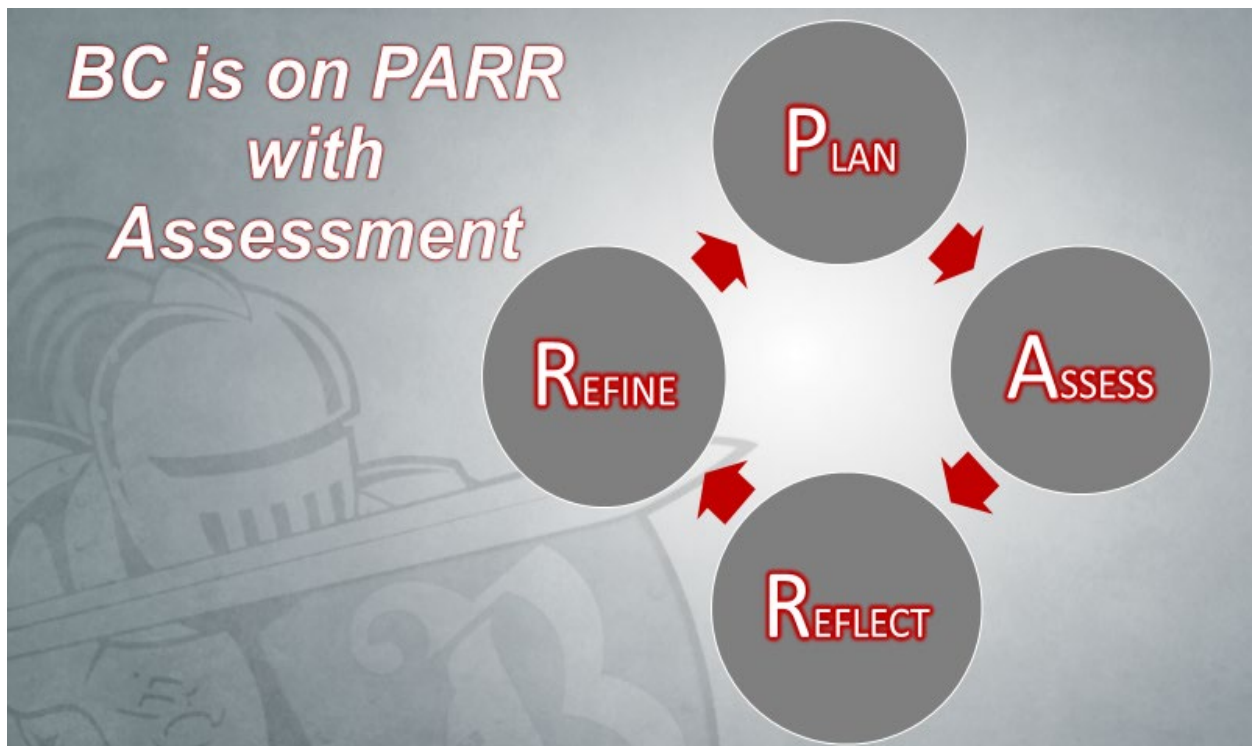


Program Review – Assessment Report Instructions



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:

Spanish

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

We assess using multiple-choice, fill in the blank, short answer, essay and Speaking and Writing Rubrics.

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
Spanish 1	30.28	42.25	12.32	15.16	100
Spanish 4		83.33	16.67		100

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

We met our 70% overall threshold for the sum of our SLOs. This report being written months after the assessment – is not useful. eLumen has the ability to have us reflect and refine and dialog at the time that we do the assessments. Let's use eLumen for this form in the future.

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

We plan to include a better description of our assessment tools in eLumen as well as the tool itself. We will also plan to discuss and implement changes in how we assess and or how we teach to address any weaknesses in the assessment.

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).

We discussed at the time of the assessment and in our department meetings both the process and the results of our SLOs. We met at least 2 times a semester and while preparing assessment tools, we kept in contact via email as well as informal and formal meetings as needed.

For Spanish 1 – we assigned parts to various members and had one person assigned for data entry and data collection.

For Spanish 4 – Qiu Jimenez – as the only instructor was responsible for the complete assessment.