## *[Department Name]*

###### Prepared by [Name(s) of Department Assessment Liaison/Assessment Steering Committee]

###### CONTINUOUS ASSESSMENT CYCLE AND PROGRAM IMPROVEMENT PLAN

### Which ILO was assessed:

### ILO 1 Communication (Spoken/Signed) ILO 4 Critical Thinking ILO 7 Quantitative Reasoning

### ILO 2 Communication (Written) ILO 5 Global Learning

### ILO 3 Community Engagement ILO 6 Information Literacy

### Expectations/Surprises (150-200 words)

### As you examine your results, do you see anything you expected? Please explain. Anything that was surprising? Please explain.

### Implications (150-200 words)

What implications do these results have for your program?

What implications do these results have for curriculum design?

### Closing the Loop

Based on the results, what changes will your department make? Use the following list as a guide and explain the curriculum, pedagogy, and assessment process adjustments:

**Program Curriculum**

Revised content of program courses

Developed annual meetings to facilitate optimal use of assessment results

Added/deleted courses in the program

Changed course sequences

Created new or revised degree requirements

Changed emphases for a new or vacant faculty position

Revise/Eliminated or added prerequisites

Changed degree program(s)

Developed new degree program options

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Academic Processes**

Made changes in pedagogy

Facilitated curricular discussions at faculty meetings, curriculum committee meetings,   
and faculty retreats

Justified past curricular changes

Showed program improvement resulting from those changes

Developed academic services for students

Reevaluated department strategic plan

Offered new career exploration and career services for students

Enhanced program recruiting literature and websites to provide students with   
academic and program information

Shared assessment information with alumni and program advisory boards

Refine instructional techniques

Enhanced in advising processes

Revised/Eliminated or added admission criteria

Improved technology

Made changes in personnel

Changed frequency or schedule of course offerings

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Evaluation Plan**

Implemented new assessment methods

Refined assessment methods

Revised/Eliminated or added learning objectives /outcomes

Revised/Eliminated or added measurement tools

Revised/Eliminated or added data collection methods

Revised/Eliminated or added targets and standards

Revised/Eliminated or added sampling

Revised/Eliminated or added success criterion

Revised/Eliminated or added mission statement

Revised/Eliminated or added vision statement

Revised/Eliminated or added program goals

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

###### EXTERNAL ACCREDITATION AND PROGRAM REVIEW IMPROVEMENT PLAN

#### All departments/programs please answer the following:

1. Do you have an outside accrediting body for your program:  No  Yes. If yes, list the name of the accrediting agency: Click or tap here to enter text.
2. When is your next program review or accreditation due: Click or tap here to enter text.

#### Only departments/programs using CSUN’s internal program review process please answer the following:

1. Which year are you in since the last program review cycle?

Yr. 1 Yr. 2 Yr. 3 Yr. 4 Yr. 5 Yr. 6 Yr. 7

(Self-Study Yr.)

1. For programs in years 1-6, using the department/program’s last MOU, please complete the following form addressing any recommendations. *(please reach out to* [*Jennifer.Little@csun.edu*](mailto:Jennifer.Little@csun.edu) *if you need a copy of your program’s last MOU)*

|  |  |
| --- | --- |
| **MOU Recommendation(s) addressed** | **Describe how the department has specifically addressed those recommendations** |
| Example:  *MOU Recommendation: #4: Encouraging more faculty to take advantage of professional development training, specifically in online instruction/pedagogy.* | Example:   * *The chair has forwarded FTC training schedules to all full-time and part-time faculty each month to raise awareness.* * *The FTC schedule and contact information has been posted in the mailroom, break room, and office for open communication.* * *An ad-hoc online pedagogical committee has been formed and encouraged to share 5-10 minutes of new online pedagogical practices to their colleagues each faculty meeting (e.g. Canvas quiz updates, discussion forums best practices, zoom training, etc.).* |
| MOU Recommendation: |  |
| MOU Recommendation: |  |
| MOU Recommendation: |  |

*Use additional space as needed*