# **ACADAMIC PROGRAM ASSESSMENT**

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| --- | --- |
| **Program:** | **Date:** |
| **Division:** | **Department Chair/Coordinator:** |
| **Contact:** | |
| **Program Mission Statement:** | |

## I. PROGRAM GOALS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Goals** | **Related Outcomes** | **Indicators** | **Results & Analysis** | **Action Plan** |
| **1.** |  |  |  |  |
| **2.** |  |  |  |  |
| **3.** |  |  |  |  |
| **4.** |  |  |  |  |
| **5.** |  |  |  |  |

## II. PROGRAM OUTCOMES

|  |  |  |
| --- | --- | --- |
| **Program Outcome** | **Course Assessed In** | **Findings** |
| **PLO 1** |  |  |
| **PLO 2** |  |  |
| **PLO 3** |  |  |
| **PLO 4** |  |  |
| **PLO 5** |  |  |
| **PLO 6** |  |  |
| **PLO 7** |  |  |

## III. CURRICULUM MAP

Review and update the curriculum map. Adjust as necessary to address gaps, overlaps, curriculum changes, and changes within the industry.

## IV. PROGRAM DATA

Work with Institutional Researcher and appropriate designees to gather the following information:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Quarter Data** | **Explanation** | **Fall** | **Winter** | **Spring** | **Summer** |
| # of Courses Taught Per Quarter | Total number of program courses (sections) taught each term |  |  |  |  |
| % Classroom Capacity | Total enrollment of all program classes / maximum enrollment limit of all program classes based on seats available (expressed as %) |  |  |  |  |
| # of Full-Time Faculty | Number of FT faculty who taught in program each term. |  |  |  |  |
| # of Adjunct Faculty | Number of PT faculty who taught in program each term. |  |  |  |  |
| # of Faculty with Overload | Number of faculty with Overtime loads each term. |  |  |  |  |
| % Student FTE per term | FTE total  for all students enrolled in all program classes at the end of each term (clock hours/510) |  |  |  |  |
| % Course Retention | Avg % of students enrolled in all program courses at end of 4th week compared to end of term. |  |  |  |  |
| # of Students Participating in Cooperative Work Experience each term (if appropriate) | Total number of students enrolled in CWE credits each term. |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Annual Data** | **Explanation** |  |
| # of students who list program as their major | # students listing this program as their primary major. |  |
| Student Success (% A, B, C) | % of students that earn an A, B, or C in all program classes |  |
| Average Class Enrollment/Ave Class Limit | Average enrollment of all program classes (Total Enrollments/#CRNs) - do not count CWE, independent study, etc. |  |
| Program Persistence 1st to 2nd year | Percentage of students enrolled in a key first year core course that continued into the 2nd year of the program. |  |
| Program Completers 2nd year to Graduation | Percentage of students enrolled in a key 2nd year course(s) that went on to graduate at the end of that year. |  |
| # Certificates Awarded | Number of certificates awarded in the program for the academic year from July 1 through June 30. |  |
| # Degrees Awarded | Number of degrees awarded in the program for the academic year from July 1 through June 30. |  |
| % Employment Rate of Graduates | % of leavers and graduates that obtain employment in the program field within one year of graduating from UCC (phone survey) conducted by department |  |
| Average Wage of Graduates | Average wage earned by graduates that obtain employment in the program field within one year of graduating from UCC (phone survey) conducted by department |  |
| Per Credit Tuition | Tuition charged per credit hour (technology and student fess not included.) |  |
| Estimated FTE Income | Estimated FTE Income = Total Reimb FTE \* Estimated per FTE Value |  |
| Estimated Net Income/Expense | (Tuition Income + Fee Income + FTE Estimated income) - (Total direct cost) |  |
| Net Income(loss)/Student FTE | (Net income and/or expense) / (core credit FTE). Net cost includes all general fund expenses + restricted account balance-revenues from fees, etc. |  |
| Student FTE: Faculty FTE Ratio | Total number of student FTE in each program compared to the total number of faculty FTE teaching in that program |  |

## V. RECRUITMENT AND RETENTION

1. List of recruitment initiatives held to promote program.
2. List of retention initiatives held to promote program.

## VI. Program SWOT Analysis

Using all of the information presented in the preceding five sections, prepare a detailed SWOT analysis of the program. Incorporate the data results into each section as appropriate. Consider the following key concepts:

### Strengths

* What’s working?
* What is the program recognized for?

### Weaknesses

* What are some areas of improvement available to the program?

Opportunities

* What opportunities are available to the program?
* EX: Curriculum Redesign, Program Revision, New Partnerships, Alumni Relations,

Recruitment & Retention

### Threats

* What threats are facing the program?
* This will involve a thorough market analysis of internal and external factors including

job market, wages, projected growth, completion rates, etc.