**Review Sheet for PRAC Annual Assessment Reports**

**2023–2024 Reports**

Name of Unit:

Reviewer:

Date of Review:

|  |  |  |
| --- | --- | --- |
| **Areas for Improvement** | **Content** | **Strengths** |
|  | **Executive Summary and Introduction/Overview of Unit**   * Includes an executive summary of assessment report * Includes brief description of the reporting unit and its programs |  |
|  | **Learning Outcomes**   * Succinctly state what students should know and be able to do * Seem to cover the subject sufficiently * Include all undergraduate and graduate programs * Include progress report on incorporating [Profiles](https://profiles.iupui.edu/) or [PGPLs](https://graduate.iupui.edu/doc/faculty-staff/policies/principles-grad-prof-learning.docx) into teaching, learning and assessment, *as applicable* * Incorporate [Profiles](https://profiles.iupui.edu/) or [PGPLs](https://graduate.iupui.edu/doc/faculty-staff/policies/principles-grad-prof-learning.docx) in disciplinary outcomes statements for undergraduate programs, *as applicable* |  |
|  | **Assessment Measures**   * Linked explicitly to learning outcome(s) * Seem appropriate for learning outcomes * Include direct measures of outcome(s), to the extent possible, supplemented by indirect measures, as appropriate * *Optional*: Incorporate assessment of effectiveness of support services such as advising, career development, student organizations, mentoring, learning resource centers, etc. (not required) |  |
|  | **Data Collection and Analysis**   * Include details of collection process and sources used * Description of data analysis |  |
|  | **Assessment Findings**   * Linked explicitly to learning outcome(s) * Include summary of findings for each learning outcome * Include evidence of ongoing improvement * Discussion of areas of strength and/or concern about student learning |  |
|  | **Actions Plans**   * Linked explicitly to learning outcome(s) and the assessment of the outcome(s) * Demonstrate systematic attention to ongoing improvement |  |
|  | **Program Strategic Priorities**   * Description of implementation of improvement activities stemming from Program Review or disciplinary accreditation processes, *as applicable* * Discussion of efforts to identify and assess experience for inclusion in the Record, *as applicable* * Discussion of assessment efforts related to the unit’s DEI strategic plan, *as applicable* * Discussion of assessment efforts related to global learning and internationalization of the curriculum, *as applicable* * Discussion of other strategic priorities, *as applicable* |  |
|  | **Reflection and Future Recommendations**   * Include a reflection on the assessment process, including any relevant context * Discussion of challenges during the process * Include recommendations for future assessment cycles |  |
|  | **Appendices**   * Include relevant supporting materials * Provide useful information to augment the narrative of the report |  |
|  | **General**   * Organization and format * Succinctness and clarity |  |

**Additional Comments/Summary**

1. Any significant new developments in the program’s assessment work over the past year (e.g., adoption of new learning outcomes, assessment methods, new approaches to assessment, etc.).
2. Aspects of this report other programs might benefit from seeing.