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## Annual Program Assessment - Plans and Reports

1 message

UAS Provost Office <uas.provost@alaska.edu>

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Dear Faculty,

I hope you are all having a great start to the semester! As we settle in, I wanted to provide some important updates on annual program assessment activities and share a few thoughts on how these efforts can best support your programs over time.

### A few reminders:

1. Last year, at the Sept 2023 meeting, The Faculty Senate approved minor modifications to the annual program assessment report template, which is available on the Provost's website. You can also find the new template linked in this email.
2. For programs where revisions have been made to the assessment plan, **the deadline to submit the updated plan is October 25**. If no revisions are needed, there's no need to resubmit your plan. (The most recent plan on file can be found [on this page](#).) **The annual program assessment report is due on March 1.**

More information on the assessment timeline and [the template](#) can be found on the [Provost's Assessment webpage](#).

### Now, to share some philosophy on the assessment process:

The goal of annual assessments is to make the five-year program review a more strategic and comprehensive process. Each year, faculty should aim to assess one or two of their Program Learning Outcomes (PLOs). By doing so, over a five-year period, all PLOs will have been assessed, and the program review will truly reflect the cumulative work of those years.

Here's why this approach is beneficial:

1. Manageable Assessment Workload: If your program has four to five PLOs (which is the ideal number), assessing one or two each year keeps the workload manageable and ensures the review process is spread out over time. (No need to assess them all each year!)
2. Building Towards the 5-Year Review: The five-year program review serves as a chance to look both backward and forward. By planning your annual assessments around this timeline, you'll not only collect meaningful data but also be in a position to use that data strategically—whether for program improvements or resource advocacy.
3. Continuous Improvement: Each year's assessment informs the next. Annual reports allow programs to tweak and improve before the next comprehensive review, creating a continuous improvement cycle.

In short, your annual assessments should serve as building blocks toward the larger program review. The five-year review is a key opportunity to advocate for resources, demonstrate program growth, and plan strategically for the future—supported by the data you've been collecting along the way.

### A final note:

Many of you participated in the summer cohort on equity-minded assessment with a national expert. Faculty from that cohort will present their work during Spring Start-up. I encourage you to attend if you're interested in learning more about this important approach to assessment.

Thank you for your continued dedication to improving our programs and supporting our students... particularly as we head into NWCCU's site visit. They let me know that our annual assessments and 5 year program reviews will be a key source of evaluation.

As always, please don't hesitate to reach out to your Dean, Director, or me with any questions!

Warm regards,

Carin

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