

Counseling Learning Report

Program Name:

Year Assessed:

Date:

Author/s:

SNAPSHOT

Program SLOs	Timeline	Expected Level of Achievement	Assessment Strategy/ instrument	Results of Program Assessment	Next Steps
<i>Example: SLO 1a</i>					
<i>Example: SLO 1b</i>					

DATA COLLECTION & ANALYSIS

	Guiding Questions	Response
Means of Assessment and Criterion for Success	1. What were the specific assessment tools used?	
	2. What is the criterion for success? Did you reach it?	
Analysis of Data Collected	3. Summarize the outcomes, means of assessment and criteria for success. Include the program's process for determining who participated in the assessment and the sample size.	
	4. What do the data tell us about this process in terms of goals, outcomes, and means of assessment; defined criteria for success; implementation process; and data collection?	

NEXT STEPS

Guiding Questions	Response
5. What do the data indicate about program improvement? What, if anything, needs to be done at the program level to improve student learning? What resources are necessary to accomplish this?	

Please indicate Yes/No in the appropriate columns based on your response above.

Strategy type	Organizational	Operational	Organizational/ Strategic	Organizational/ Strategic	Assessment- related	Resources Reallocation	Resource Request
Based on your “next steps”, what changes might be needed in your unit to complete the cycle for this intervention?	Do you need to revise Office Structure within your unit? <i>(See guide for examples)</i>	Do you need to revamp administrative procedures within your program? <i>(See guide for examples)</i>	Should you modify your relationships with other programs in the unit or college? <i>(See guide for examples)</i>	Should you modify your relationships with community partners or other UH system colleges? <i>(See guide for examples)</i>	Do you need to update your assessment method to measure your SLO? <i>(See guide for examples)</i>	Should you reallocate resources already provided by VCSA, VCAA or Academic Deans? <i>(See guide for examples)</i>	Are you requesting new resources? If so, what resources will you request? <i>(See guide for examples)</i>
Intervention #1							

Intervention #2							
Intervention #3							
Intervention #4							

CLOSING THE LOOP

Guiding Questions	Response
6. What improvements have already been made?	
7. Will the SLO remain the next academic year? Will the assessment/ methodology remain the same?	

*Adapted from *Building a Culture of Evidence in Student Affairs A Guide For Leaders And Practitioners*, Editors, Marguerite McGann Culp and Gwendolyn Jordan Dungy