|  | Exemplary (3) | Acceptable (2) | Unacceptable (1) | Total Points | **COMMENTS** |
| --- | --- | --- | --- | --- | --- |
| **Document in official template** |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| **DEPARTMENT INFORMATION** |  |  |  |  |  |
| Department Name |  |  |  |  |  |
| Department Mission |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| **STUDENT LEARNING OUTCOMES** |  |  |  |  |  |
| Does the report have 3-5 student learning outcomes (SLOs) listed? |  |  |  |  |  |
| Do the SLOs clearly reflect outcomes of the prescribed curriculum? |  |  |  |  |  |
| Are the SLOs measurable? |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| **MEANS OF ASSESSMENT** |  |  |  |  |  |
| Does the means of assessment have 2 or more methods or measure for each SLO? |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| **CRITERIA FOR SUCCESS** |  |  |  |  |  |
| Is the criteria for success listed for each SLO? |  |  |  |  |  |
| Is the criteria for success specific? |  |  |  |  |  |
| Does the criteria for success answer the question, “I know I am successful when…?” |  |  |  |  |  |
| If the same goal was used for multiple years, does the criterion for success show progression (increases in student performance)? |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DATA COLLECTION/ Results** |  |  |  |  |  |
| Are there results included for each SLO? |  |  |  |  |  |
| Are the results specific and relatable to each SLO? |  |  |  |  |  |
| Do the results clearly state whether the criteria for success were met? |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| **Plans for use of evaluation results to improve Services:** |  |  |  |  |  |
| Were specific actions or revisions planned based on results for each SLO dependent on whether or not the criterion for success was met or not? |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| **Major Difficulties:** |  |  |  |  |  |
| If applicable, were major difficulties clearly described for each goal? |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| **GOALS/OBJECTIVES FOR NEXT YEAR** |  |  |  |  |  |
| Were measurable academic goals listed for the next academic year? |  |  |  |  |  |
| ***TOTAL POINTS*** |  |  |  |  |  |
| ***GRAND TOTAL*** |  |  |  |  |  |