

**UNIVERSITY OF CALIFORNIA, RIVERSIDE**  
**ANNUAL ASSESSMENT REPORT OF OUTCOMES FOR UNDERGRADUATE PROGRAMS**

All programs are required to a) have student outcomes, b) gather evidence to assess if students are meeting those outcomes, c) reflect and make recommendations pertinent to the unit based on assessment findings, and d) formally report on the process and their findings. The Annual Assessment Report is designed to facilitate the reflective aspect of teaching and learning, and to be supportive of the program review process at UCR.

The following questions/prompts will guide you through the submission of the Annual Assessment Report, which is focused on the direct assessment of at least one student learning outcome in your department. The sections below align with major expectations and the blue underlined text provides links to relevant sections of an online Assessment Handbook. The resources in the handbook are meant to provide general information about assessment, it is not intended to dictate how assessment should be carried out in every situation.

The Office of Evaluation and Assessment will provide assessment support to programs to perform direct assessment of student work. If you have questions or would like some support, please contact the Director of Evaluation and Assessment at [omar.safie@ucr.edu](mailto:omar.safie@ucr.edu). Workshops will also be provided throughout the year to support campus-wide assessment efforts including program-level completion of this report. For more information, please refer to the [UCR Assessment Website](#), and be on the lookout for workshop announcements in your email.

**Responsible college/school:**

Insert response here.

**Undergraduate or Graduate Program:**

Insert response here.

**Responsible department/program:**

Insert response here.

**Major(s) being assessed with this report:**

Insert response here.

**Report authors (First and Last name):**

Insert response here.

**Additional faculty/personnel involved in the assessment  
(Please list names and their involvement):**

Insert response here.

**Assessment Report Sections**

**1. Reflection on any changes resulting from your most recent annual assessment.**

- Option 1: If the program completed an Annual Assessment Report Last Year
  - Please share any decisions that were made as a result of last year's assessment findings. You should also share how those changes have impacted student learning or faculty teaching or both. This is not meant to be a full-blown assessment, but a qualitative reflection on the application of assessment findings.
- Option 2: If the program was under program review last year and was excused from submitting an Annual Assessment Report.
  - If your program completed their program review last year, reflect on the key takeaways from the program review and any changes that your program plans to make as a result of the program review.

Insert response here.

**2. Student Outcomes** (More information can be found in the [Assessment Handbook](#) and [Assessment Website](#))

- Did you make any changes to your **Student Outcomes** since last year's Annual Assessment Report?  
☐ Yes  
☐ No
- If you made any changes to your outcomes, please list all of your program's Student Outcomes, and identify the outcome(s) that were revised. Please describe the reason for the change and the process you utilized for changing the outcome.

Insert response here.

- Name the outcome that was, or the outcomes that were, assessed this year. (Reminder: You must assess at least one student outcome per year)

Insert response here.

**3. Mapping Outcomes to Student Experiences** (More information can be found in the [Assessment Handbook](#) and [Assessment Website](#))

- Have there been any significant changes to your program in the past year (addition or removal of a course, significant changes to a course that impact its alignment to program-level student outcomes, changes to your student outcomes, etc.)? Please provide an explanation for the changes in the box below.  
☐ Yes  
☐ No
- Programs that made significant changes to outcomes, curriculum, or both, will need to provide a revised program map and describe/highlight the changes.
- **Please make sure that you look at the templates and examples specific to your program-level [here](#) (undergraduate vs graduate).**

Insert response here.

**4. Method for Assessing Student Learning** (More information can be found in the [Assessment Handbook](#) and [Assessment Website](#)) (Completed by Assessment Liaison by End of Spring Quarter)

- For each student outcome being assessed this year, please describe the form of direct assessment completed, (e.g., thesis/dissertation, comprehensive exam, assignment, embedded test questions, oral or written exam/paper, project, presentation, display, etc.), the process, and why this method was chosen.
- Be sure to mention the numbers of courses, instructors or students involved.
- If you only used a sample of student work, please describe how you chose the sample.
- Please provide an example of the evidence as an appendix.
- Please provide any assessment criteria in one document (criteria, rubric, answer key, etc.)

Insert response here.

**5. Analysis of Evidence** (More information can be found in the [Assessment Handbook](#) and [Assessment Website](#)) (Completed by Assessment Liaison by End of Spring Quarter)

- Please summarize in written, tabular, or graphical form the results of the assessment. If relevant, include any performance expectations or benchmarks. Additional details to consider might be:
  - Patterns across major dimensions of learning analyzed
  - Variation between groups or subgroups of students
  - If established benchmarks were met
- Details of who was involved in the analysis and in what ways would be very helpful.
- Please provide any relevant data in one document (charts, tables, figures, etc.)

Insert response here.

**6. Sharing Results** (More information can be found in the [Assessment Handbook](#) and [Assessment Website](#)) (Completed by Chair by October 31, Fall Quarter)

- How have the results been shared? When, and with whom, were the results shared? Was a version of this report circulated within the department? Was assessment discussed at a faculty meeting or the faculty retreat?

Insert response here.

**7. Recommendations/Next Steps** (More information can be found in the [Assessment Handbook](#) and [Assessment Website](#)) (Completed by Chair by October 31, Fall Quarter)

- How will you use what you have learned? This may either be a confirmation of the recommendations already made or clarification/inclusion of new recommendations. Actions may include changes to individual courses or assignments, changes in course sequencing, increased cooperation among instructors, seeking co-curricular support for student learning, expanding student experiences, and/or communicating expectations better to students, among other possibilities.

Insert response here.

**8. Multi-year plans** (More information can be found in the [Assessment Handbook](#) and [Assessment Website](#)) (Completed by Assessment Liaison by End of Spring Quarter)

- What outcome(s) will be assessed in future years? Is there a multi-year plan that will allow all outcomes to be assessed before the next program review?
  - What steps might need to be taken to be sure the right kinds of student evidence can be obtained for the next cycle of assessment? This may mean working with instructors to ensure assignments are aligned, that student work is collected and archived, and/or that proper analytic tools (i.e.: rubrics, software, etc.) are in place when the time for their use comes.

Insert response here.

**9. Appendices**

Please make use of appendices to include other documents that seem relevant. You might include rubrics, assignments, examples of student work (with names removed), and documentation of discussion of assessment within the department or other documentation as it seems relevant.