**[Enter College Name Here]**

**Alternate Assessment Project Report**

**[Enter the Name of Department, Unit, or Program Here]**

Academic Year:

Date of Report Submission:

Name of Department/Unit/Program:

Name of Contact Person:

Names of Assessment Committee Members:

**Please submit reports on this template and not in a separate document. Please type responses below prompts for each item in this word document. Attach all supporting materials as appendices.**

**Part I: Follow-Up on Last Year’s Assessment Report Recommendations**

**Based on the recommendations and planned actions** from the last assessment report you submitted, please discuss actions you took and/or follow-up, as well as their results.

**Part II: Report on This Year’s Project**

Type of Project

What type of Project did you conduct? \*all alternate projects need to be approved by your college or division\*

* Extension of Previous Assessment Project
* Needs Assessment
* Curriculum or Course Project
* Other

Abstract

Provide a short abstract (no more than 250 words) **briefly** highlighting major sections of this report (project description, methodology, evaluation of information, results, interpretation, and recommendations).

Project Description

Please describe the project you conducted.

* How will this project help you better understand student learning in your program?

Data Collection and/or Methodology

How did you collect information about student learning for this project?

* How did you evaluate the information you collected?

Results

* What were the results of this project?

Interpretation of Results

Based on your evaluation of the information you collected, what did you learn about your program that will assist with improving student learning?

Describe your program’s satisfaction with the results.

Recommendations and Plans for Action

Based on the results of your assessment project, what recommendations do you have to improve student learning in your program in the future?

Recommendations may include:

* Areas for improvement and/or maintenance
* Areas for further inquiry
* Any necessary curricular changes
* Any necessary instructional changes
* Anything else?

Based on your recommendations for improvement, please describe your plans for implementing your recommendations. Please include:

* A timeline for each of these actions.
* Names of individuals and/or groups responsible for these actions.
* Requests for additional resources you will need to take these actions (ex. budget, training, hardware/software). Please note that resource requests will be directed through the normal budgeting process.
* Any potential barriers you see to implementing these actions.
* How you will share the results of your assessment
* Your stakeholders and how you will share the results of your assessment with them.