**Please use this Continuous Improvement Report (CIR) fillable template to answer the prompts below, and then copy/paste into Xitracs.**

 **If you need any assistance using Xitracs please email assessment@wcu.edu**

1. Student Learning Outcome (SLO)

*In Xitracs, click '****+Program'*** *and select the student learning outcome (SLO) to be assessed from the drop-down list.*

*Each subsequent outcome you choose will appear in the order it’s added – thus, the first outcome you select will be listed as SLO #1, the second you choose from the list will be listed as SLO #2, etc.*

1.1 Follow up on Previous Improvement Actions for this SLO

*How has your program used this SLO’s previous assessment results to inform curricular or instructional changes? In other words, what changes did you make to your program’s teaching or curricular process based on the previous assessment results for this SLO? Please describe in detail the changes and their impact.*

*And if this outcome has not previously been assessed, please indicate that below.*

**Response:**

1.2 Data Collection Process: When, Where, Why, and Who

***When*** *and* ***where*** *did the assessment occur? For example – the semester/year of the assessment, the course name and number, etc.*

***Why*** *were these particular courses or assignments chosen for the assessment?*

***Who*** *was included in assessment? Please list the total number of students being assessed, their academic levels, and their modality (residential, residential-online, or distance-online).*

**Response:**

1.3 Assessment Method: How and Why

*What method did you use to collect data on this SLO (exam, assignment, survey, etc.), and why did you choose this particular assessment method? Is this a direct measure of learning (meaning it doesn't rely solely on a student's perception of their own learning)?*

**Response:**

1.4 Target Expectation & Rubric/Scoring Criteria

*Target: What is your baseline expectation of student performance? In other words, what percentage of student work does the program expect will meet or exceed expectations for this measure?

Please attach the rubric, exam questions/answers, or other criteria you used to define student performance (e.g., exceeds, meets, or below expectations). You can attach the rubric or other documentation by clicking “File+” OR copy/paste it into the Xitracs text box.*

**Response:**

1.5 Assessment Results & Analysis of Data

*What were the results of your assessment? For example, what percentage of student work exceeded, met, or fell below expectations? As you assess your program’s SLOs, please disaggregate your data when possible – meaning please break down the data into smaller informational categories. (Examples:* ***student year at the university****,* ***distance v. residential students****,* ***performance on specific test questions****, etc.)*

*How do these results compare with your program’s baseline target expectation?*

*What do the results suggest regarding student performance against this outcome? Please compare to previous assessment results, if available.*

*\*FOR DUAL MODALITY PROGRAMS ONLY (Programs that offer fully in-person AND online versions of their degree) - You must disaggregate your data by students in your online vs residential degrees.*

**Response:**

1.5.1 Additional Information

*Please indicate any unusual issues that may have impacted your assessment results or collection of data - for example, staffing shortages in program, a change in program leadership and loss of institutional memory, etc. If nothing impacted your assessment, please enter "N/A."*

**Response:**

1.6 Recommendations for Continuous Improvement

*What actions will your program take to improve student performance against this SLO?*

 *Please include detailed information – for instance,* ***HOW*** *you expect this action to impact student performance against the SLO,* ***WHEN*** *you anticipate implementing this improvement, and* ***WHO*** *is responsible for implementing the action.*

**Response:**

1.7 Faculty and Stakeholder Involvement in Assessment

**Response:**

*Which faculty participated in this year’s assessment process? What was their role? And if applicable, describe any external stakeholders involved in the assessment (e.g., advisory boards, industry professionals who provided input, external reviewers who provided feedback, etc.)*

**Response:**

If you are reporting on additional outcomes, copy/paste sections 1 – 1.7 from earlier in the template above this bar.

2. All Programs: Assessment Plans

*In Xitracs, please attach your program’s current assessment plan here. This assessment plan should cover the years 2022-2027 (the second half of WCU’s 10-year accreditation cycle). The assessment plan can be in whatever format works best for your department/unit, but if you need assistance,* [*please click here for a potential template*](https://catamountwcu.sharepoint.com/sites/OfficeofAssessment/SitePages/Resources%20for%20Academic%20Programs.aspx)*.*

3. All Programs: Curriculum Maps

*In Xitracs, please attach the program's most recent curriculum map.*

4. CIR Feedback (To be completed by the Office of Institutional Assessment)



*The Office of Institutional Assessment will review and provide feedback on your CIR. Once it’s finished, it will be posted here (in Xitracs). It will also be emailed to individual program directors and department heads.*