1. **Mission: Department / Office Mission or Purpose.**

2. **Goal: Operational Outcome or Student Learning Outcome**

   Click '+Program' and select the outcome 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 Outcome #1, the second you choose from the list will be listed as Outcome #2, etc.

   **2.1 University Alignment**

   How does this goal support other strategic goals or initiatives at the university? Select the Link button on the right to choose your alignment options.

   **2.2 External Compliance**

   If this goal or outcome supports compliance with an external agency or professional organization, briefly describe. If not, please enter N/A.

   **2.3 Follow-up on Previous Improvement Actions for this Outcome**

   How has your unit used this outcome’s previous assessment results to inform changes in the unit’s functioning/operation (or, if relevant, to inform changes in student learning)? Please describe the changes and their impact in detail. If this outcome has not previously been assessed, please indicate that below.

   **2.4 Data Collection Process & Assessment Method – What, When, Who, How, & Why**

   WHAT was assessed? (Program effectiveness, process improvement, operational efficiency, participation in a program, student learning, etc.)

   WHEN did the assessment and data collection occur?

   WHO was included in the assessment? Please list total number of students/staff involved, and if applicable, describe how the assessment relates to different student populations (international, residential, off-campus, commuter, students in distance programs, graduate students, etc.)

   HOW was the outcome assessed? Describe the assessment method & the data collection process – for example, did you utilize a feedback survey, keep event attendance records, record the number of stakeholders served, score performance against a rubric, etc.?
WHY was this data collection method chosen to assess the outcome?

2.5 Target, Results, & Analysis

TARGET: What did you hope to find from the assessment data? What specific results did you expect to see?

RESULTS: What were the results of the assessment? How do they compare to the expected target for the outcome?

ANALYSIS: What do the results mean? If the findings were unexpected, what might have been a contributing factor? Please compare to previous assessment results, if available.

2.5.1 Additional Information

Please indicate any issues that may have impacted your report, or any other information that you would like us to be aware of. (i.e., faculty/staff shortages, etc.) If nothing impacted your assessment, please enter "N/A."

2.6 Recommendations for Continuous Improvement

Based on your findings from this year, what actions will you take toward improvement in the future? Please include detailed information – for instance, HOW you expect this action to impact your unit’s results related to the outcome, WHEN you anticipate implementing this improvement, and WHO is responsible for implementing the action.

3. Assessment Plans

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.

4. 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. It will also be emailed to individual program directors and department heads.