**Program Assessment Reporting Requirements and Resources for Graduate Program Directors**

The University of Rhode Island uses a variety of metrics including retention, graduation, and GPA, to track student success. The assessment of student learning outcomes at the program level is another one of these metrics. Assessment is used to determine if students know and are able to demonstrate what they have learned beyond a single course experience. It is an accountability process focused on a cycle of improvement and requires the examination of aggregate data on student achievement of program-defined goals and expectations. Results highlight patterns of strength and/or weakness in student learning and the curriculum to which programs are expected to respond.

**Assessment Requirements**

All graduate programs are required to submit a biennial report of program assessment to the Office of Student Learning Outcomes and Accreditation (SLOAA); these reports are based on a six-year assessment plan based on three distinct reporting cycles. New programs are required to develop and submit assessment plans for their programmatic learning outcomes to the SLOAA and the Learning Outcomes Oversight Committee for 3 cycles of reporting (6 years). These requirements constitute University policy and are required for institutional accreditation by the New England Association of Schools and Colleges. Program assessment is an important tool for improving student learning and guiding improvement and interventions so students can realize programmatic learning outcomes.

**Reporting Expectations**

Accredited programs complete abbreviated forms detailing their accreditation body and process (forms E1B and S), submitted as a single PDF document to SLOAA. This form satisfies programmatic assessment reporting requirements for accredited programs.

Non-accredited programs complete a more detailed two-part reporting form: Section I details assessment process and data on scheduled outcomes for the current two-year assessment cycle (for example 2017-2019 with the report due in May 2019). Section II details follow-up on recommendations made for changes, if any, to the curriculum, course offerings, or assessment process.

**Assessment Resources**

SLOAA offers assistance with tracking and developing all components of an assessment plan and strategies including curriculum mapping, writing learning outcomes, and alignment of assessment effort to reflect an efficient and meaningful process. For a consultation with SLOAA or to schedule a workshop for your program, please contact Elaine Finan, Assistant Director SLOAA, or Kristin Johnson, the Graduate Assessment Coordinator.

As of Fall 2017, Faculty Mentors are also available to assist with the completion of assessment reports. A list of faculty mentors are available at: [http://web.uri.edu/assessment/faculty-mentors-17-18/](http://web.uri.edu/assessment/faculty-mentors-17-18/)
Report Feedback

Feedback on assessment reports is provided through the use of a peer review process. The feedback is intended to provide guidance and suggestions for improving the assessment process. The feedback process does not intend to track the realization of program goals for student learning, but rather that programs define goals for student learning and respond to patterns of weakness as appropriate in order to improve student learning. Faculty peer reviewers complete a rigorous training process and work in teams in order to provide consistent high quality feedback to programs. Feedback is shared with Program Directors, Department Chairs, and the Deans of the Graduate School and appropriate College.

Frequently Asked Questions

Where can I find the assessment plan for my program and previous report’s feedback?

Plans, reports and feedback should be available from former program directors, or you may contact SLOAA (assess@uri.edu) for prior reporting documentation.

Where can I find the schedule of reporting due dates for my program’s report?


Where can I get help to fulfill assessment reporting requirements?

In addition to SLOAA, Assessment Mentors, faculty who served as peer reviewers of faculty reports are available to provide technical expertise in fulfilling reporting requirements and creating strong reports. Mentors may be just down the hall!

http://web.uri.edu/assessment/resources/

Where can I find the plan and reporting templates?

http://web.uri.edu/assessment/planning_reporting_documents/

How do I get started?

If you are not sure where to begin, contact SLOAA for a conversation at assess@uri.edu.