

Annual Assessment of Program Learning Outcomes (Student Work from 2022-2023)

(for all FIT programs except those B&T programs accredited by ACBSP, which report through a separate process; Art Market and Exhibition and Experience Design have a reversed schedule, with reports due March 1st).

Due November 1, 2023

New! Reports can be written or completed in Google Forms! The Google Form option can be found here: <https://tinyurl.com/PLOassessment>

Written reports should be sent to Carolyn Comiskey, Executive Director of Assessment, Carolyn.Comiskey@fitnyc.edu. Contact Carolyn with questions or for assistance with designing assessments. Contact the Chair of the Faculty Senate Academic Assessment Committee for assistance from the committee.

A report must be submitted for each degree managed by a department unless prior approval from the Executive Director of Assessment.

Report Template:

Submit a written report that covers the following questions:

1. Outcome(s) assessed: Which [program learning outcomes](#) were assessed this academic year? All information should be presented and discussed in terms of program learning outcomes, not course-level outcomes. *As a reminder, not all outcomes need to be assessed each year, as long as all are assessed within a three-year period.*

2. Assessment Methods: (1-2 paragraphs) Describe the assessment methods used. This may be drawn from the assessment plan provided with last report, but be sure to include details that were unavailable at that time, such as final number of students assessed. Please provide all details relevant to understanding the assessment. For example:

- If student work was reviewed, was a sample of work collected, or were materials from all students evaluated? Please be specific about the number of student works selected, the size of the pool from which samples were selected, and how the samples were selected.
- How was the work evaluated, and by whom? How did the program review and discuss the results?
- Programs in an archiving/collecting year: Describe the collection of evidence during the academic year.
- Please include copies of any surveys, rubrics or other assessment tools as appropriate, if not provided previously. These can be sent as attachments or attached in Google Forms.

3. Assessment Results: Summarize the major findings; documentation may be attached as well (e.g. tables showing rubric results, exit survey reports, minutes of faculty discussions of student work, etc.)

4. Findings, Analysis and Conclusions: (1-2 paragraphs). Describe the faculty's consensus on what the results indicate.

- Were students meeting the learning outcome(s) at the level desired by faculty? What were strong and weak areas of student learning? What did faculty learn, not only from rubric results or other methods but also from discussions with each other as part of the process?
- **New** Does the program notice any gaps in student achievement between diverse groups of students? Programs may define diversity in different ways depending on issues with the program – race/ethnicity, gender, transfer students vs. non-transfer, etc. Please provide relevant comments, if any.

5. Use of Last Year's Findings/Planned Use of This Year's Assessment Findings: (2-3 paragraphs) List any changes made in the past year due to past assessment findings. Discuss any changes/improvements planned as a result of this year's assessment findings (such as curriculum modifications, budget requests, or other matters under a program's control). Please be as specific as possible.

6. Describe Recommendations for Assessment Improvements: (1 paragraph)

- Was the assessment method used successful in examining student learning, providing reliable information?
- Will assessment methods change in the future based on this year's experience?

Assessment plan for 2023-2024

Provide the plan for the 2023-2024 assessment for each degree. The next annual report is due November 1, 2024.

- 1. Outcome(s) assessed:** Which program learning outcomes will be assessed in the 2023-2024 academic year? *As a reminder, not all outcomes need to be assessed each year, as long as all are assessed within a three-year period.*
- 2. Describe the Assessment Design/Methods:** Provide a description of the assessment design the program will use. Provide the information available – some programs may have already selected courses, developed rubrics or surveys, etc. while others may be still planning the details. If rubrics, surveys, etc. are available, please attach.