

## 2015-2016 Annual Assessment Report Template

For instructions and guidelines visit our [website](#)  
or [contact us](#) for more help.

Report:

### Question 1: Program Learning Outcomes

#### Q1.1.

Which of the following Program Learning Outcomes (PLOs) and Sac State Baccalaureate Learning Goals (BLGs) **did you assess?** [Check all that apply]

- 1. Critical Thinking
- 2. Information Literacy
- 3. Written Communication
- 4. Oral Communication
- 5. Quantitative Literacy
- 6. Inquiry and Analysis
- 7. Creative Thinking
- 8. Reading
- 9. Team Work
- 10. Problem Solving
- 11. Civic Knowledge and Engagement
- 12. Intercultural Knowledge and Competency
- 13. Ethical Reasoning
- 14. Foundations and Skills for Lifelong Learning
- 15. Global Learning
- 16. Integrative and Applied Learning
- 17. Overall Competencies for GE Knowledge
- 18. Overall Competencies in the Major/Discipline
- 19. Other, specify any assessed PLOs not included above:

a.

b.

c.

#### Q1.2.

Please provide more detailed background information about **EACH PLO** you checked above and other information such as how your specific PLOs are **explicitly** linked to the Sac State BLGs:

Unfortunately the department was unable to complete the assessment for the master's program. Work began in 2014-2015 to create graduate learning outcomes and related points of assessment in the program. The assessment did not progress as planned during the 2015-2016 academic year and while assignments were given and collected, there was simply no time for the graduate coordinator to analyze the data.

**Q1.2.1.**

Do you have rubrics for your PLOs?

1. Yes, for all PLOs
2. Yes, but for some PLOs
3. No rubrics for PLOs
4. N/A
5. Other, specify:

**Q1.3.**

Are your PLOs closely aligned with the mission of the university?

1. Yes
2. No
3. Don't know

**Q1.4.**

Is your program externally accredited (other than through WASC Senior College and University Commission (WSCUC))?

1. Yes
2. No (skip to **Q1.5**)
3. Don't know (skip to **Q1.5**)

**Q1.4.1.**

If the answer to Q1.4 is **yes**, are your PLOs closely aligned with the mission/goals/outcomes of the accreditation agency?

1. Yes
2. No
3. Don't know

**Q1.5.**

Did your program use the *Degree Qualification Profile* (DQP) to develop your PLO(s)?

1. Yes
2. No, but I know what the DQP is
3. No, I don't know what the DQP is
4. Don't know

**Q1.6.**

Did you use action verbs to make each PLO measurable?

1. Yes
2. No
3. Don't know

(Remember: Save your progress)

## Question 2: Standard of Performance for the Selected PLO

**Q2.1.**

Select **ONE(1)** PLO here as an example to illustrate how you conducted assessment (be sure you *checked the correct box* for this PLO in Q1.1):

Select PLO from list

**Q2.1.1.**

Please provide more background information about the **specific PLO** you've chosen in Q2.1.

**Q2.2.**

Has the program developed or adopted **explicit** standards of performance for this PLO?

- 1. Yes
- 2. No
- 3. Don't know
- 4. N/A

**Q2.3.**

Please **provide the rubric(s) and standards of performance** that you have developed for this PLO here or in the appendix.

 No file attached

 No file attached

Q2.4. PLO	Q2.5. Stdrd	Q2.6. Rubric	Please indicate where you have published the <b>PLO</b> , the <b>standard</b> of performance, and the <b>rubric</b> that was used to measure the PLO:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. In <b>SOME</b> course syllabi/assignments in the program that address the PLO
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. In <b>ALL</b> course syllabi/assignments in the program that address the PLO
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. In the student handbook/advising handbook
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. In the university catalogue
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. On the academic unit website or in newsletters
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. In the assessment or program review reports, plans, resources, or activities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. In new course proposal forms in the department/college/university
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. In the department/college/university's strategic plans and other planning documents
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. In the department/college/university's budget plans and other resource allocation documents
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Other, specify: <input style="width: 300px;" type="text"/>

### Question 3: Data Collection Methods and Evaluation of Data Quality for the Selected PLO

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**Q3.1.**

Was assessment data/evidence **collected** for the selected PLO?

- 1. Yes
- 2. No (skip to **Q6**)
- 3. Don't know (skip to **Q6**)
- 4. N/A (skip to **Q6**)

**Q3.1.1.**

How many assessment tools/methods/measures **in total** did you use to assess this PLO?

Don't know

**Q3.2.**

Was the data **scored/evaluated** for this PLO?

- 1. Yes
- 2. No (skip to **Q6**)
- 3. Don't know (skip to **Q6**)
- 4. N/A (skip to **Q6**)

**Q3.2.1.**

Please describe how you collected the assessment data for the selected PLO. For example, in what course(s) or by what means were data collected:

**(Remember:** Save your progress)

### Question 3A: Direct Measures (key assignments, projects, portfolios, etc.)

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**Q3.3.**

Were direct measures (key assignments, projects, portfolios, course work, student tests, etc.) used to assess this PLO?

- 1. Yes
- 2. No (skip to **Q3.7**)
- 3. Don't know (skip to **Q3.7**)

**Q3.3.1.**

Which of the following direct measures were used? [**Check all that apply**]

- 1. Capstone project (e.g. theses, senior theses), courses, or experiences
- 2. Key assignments from required classes in the program
- 3. Key assignments from elective classes
- 4. Classroom based performance assessment such as simulations, comprehensive exams, or critiques
- 5. External performance assessments such as internships or other community-based projects

6. E-Portfolios

7. Other Portfolios

8. Other, specify:

**Q3.3.2.**

Please **explain** and **attach** the direct measure you used to collect data:

 No file attached

 No file attached

**Q3.4.**

What tool was used to evaluate the data?

1. **No** rubric is used to interpret the evidence (skip to **Q3.4.4.**)
2. Used rubric developed/modified by the faculty who teaches the class (skip to **Q3.4.2.**)
3. Used rubric developed/modified by a group of faculty (skip to **Q3.4.2.**)
4. Used rubric pilot-tested and refined by a group of faculty (skip to **Q3.4.2.**)
5. The VALUE rubric(s) (skip to **Q3.4.2.**)
6. Modified VALUE rubric(s) (skip to **Q3.4.2.**)
7. Used other means (Answer **Q3.4.1.**)

**Q3.4.1.**

If you used other means, which of the following measures was used? [**Check all that apply**]

1. National disciplinary exams or state/professional licensure exams (skip to **Q3.4.4.**)
2. General knowledge and skills measures (e.g. CLA, ETS PP, etc.) (skip to **Q3.4.4.**)
3. Other standardized knowledge and skill exams (e.g. ETC, GRE, etc.) (skip to **Q3.4.4.**)
4. Other, specify:  (skip to **Q3.4.4.**)

**Q3.4.2.**

Was the **rubric** aligned directly and explicitly **with the PLO**?

1. Yes
2. No
3. Don't know
4. N/A

**Q3.4.3.**

Was the **direct measure** (e.g. assignment, thesis, etc.) aligned directly and explicitly **with the rubric**?

1. Yes
2. No
3. Don't know
4. N/A

**Q3.4.4.**

Was the **direct measure** (e.g. assignment, thesis, etc.) aligned directly and explicitly **with the PLO**?

- 1. Yes
- 2. No
- 3. Don't know
- 4. N/A

**Q3.5.**

How many faculty members participated in planning the assessment data **collection** of the selected PLO?

**Q3.5.1.**

How many faculty members participated in the **evaluation** of the assessment data for the selected PLO?

**Q3.5.2.**

If the data was evaluated by multiple scorers, was there a norming process (a procedure to make sure everyone was scoring similarly)?

- 1. Yes
- 2. No
- 3. Don't know
- 4. N/A

**Q3.6.**

How did you **select** the sample of student work (papers, projects, portfolios, etc.)?

**Q3.6.1.**

How did you **decide** how many samples of student work to review?

**Q3.6.2.**

How many students were in the class or program?

**Q3.6.3.**

How many samples of student work did you evaluated?

**Q3.6.4.**

Was the sample size of student work for the direct measure adequate?

1. Yes
2. No
3. Don't know

(Remember: Save your progress)

## Question 3B: Indirect Measures (surveys, focus groups, interviews, etc.)

**Q3.7.**

Were indirect measures used to assess the PLO?

1. Yes
2. No (skip to **Q3.8**)
3. Don't Know (skip to **Q3.8**)

**Q3.7.1.**

Which of the following indirect measures were used? [Check all that apply]

1. National student surveys (e.g. NSSE)
2. University conducted student surveys (e.g. OIR)
3. College/department/program student surveys or focus groups
4. Alumni surveys, focus groups, or interviews
5. Employer surveys, focus groups, or interviews
6. Advisory board surveys, focus groups, or interviews
7. Other, specify:

**Q3.7.1.1.**

Please explain and attach the indirect measure you used to collect data:

 No file attached

 No file attached

**Q3.7.2.**

If surveys were used, how was the sample size decided?

**Q3.7.3.**

If surveys were used, how did you **select** your sample:

**Q3.7.4.**

If surveys were used, what was the response rate?

### Question 3C: Other Measures (external benchmarking, licensing exams, standardized tests, etc.)

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**Q3.8.**

Were external benchmarking data, such as licensing exams or standardized tests, used to assess the PLO?

1. Yes
2. No (skip to **Q3.8.2**)
3. Don't Know (skip to **Q3.8.2**)

**Q3.8.1.**

Which of the following measures was used? [**Check all that apply**]

1. National disciplinary exams or state/professional licensure exams
2. General knowledge and skills measures (e.g. CLA, ETS PP, etc.)
3. Other standardized knowledge and skill exams (e.g. ETC, GRE, etc.)
4. Other, specify:

**Q3.8.2.**

Were other measures used to assess the PLO?

1. Yes
2. No (skip to **Q4.1**)
3. Don't know (skip to **Q4.1**)

**Q3.8.3.**

If other measures were used, please specify:

 No file attached No file attached

(Remember: Save your progress)

## Question 4: Data, Findings, and Conclusions

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### Q4.1.

Please provide simple tables and/or graphs to summarize the assessment data, findings, and conclusions for the selected PLO for Q2.1:

 No file attached No file attached

### Q4.2.

Are students doing well and meeting the program standard? If not, how will the program work to improve student performance of the selected PLO?

 No file attached No file attached

### Q4.3.

For the selected PLO, the student performance:

- 1. **Exceeded** expectation/standard
- 2. **Met** expectation/standard
- 3. **Partially** met expectation/standard
- 4. Did not meet expectation/standard
- 5. No expectation/standard has been specified
- 6. Don't know

## Question 4A: Alignment and Quality

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**Q4.4.**

Did the data, including the direct measures, from all the different assessment tools/measures/methods directly align with the PLO?

- 1. Yes
- 2. No
- 3. Don't know

**Q4.5.**

Were **all** the assessment tools/measures/methods that were used good measures of the PLO?

- 1. Yes
- 2. No
- 3. Don't know

### Question 5: Use of Assessment Data (Closing the Loop)

**Q5.1.**

As a result of the assessment effort and based on prior feedback from OAPA, do you anticipate *making any changes* for your program (e.g. course structure, course content, or modification of PLOs)?

- 1. Yes
- 2. No (skip to **Q5.2**)
- 3. Don't know (skip to **Q5.2**)

**Q5.1.1.**

Please describe *what changes* you plan to make in your program as a result of your assessment of this PLO. Include a description of how you plan to assess the impact of these changes.

**Q5.1.2.**

Do you have a plan to assess the *impact of the changes* that you anticipate making?

- 1. Yes
- 2. No
- 3. Don't know

**Q5.2.**

How have the assessment data from the last annual assessment been used so far? [**Check all that apply**]

	1. Very Much	2. Quite a Bit	3. Some	4. Not at All	5. N/A
1. Improving specific courses	<input type="radio"/>				
2. Modifying curriculum	<input type="radio"/>				
3. Improving advising and mentoring	<input type="radio"/>				
4. Revising learning outcomes/goals	<input type="radio"/>				

5. Revising rubrics and/or expectations	<input type="radio"/>				
6. Developing/updating assessment plan	<input type="radio"/>				
7. Annual assessment reports	<input type="radio"/>				
8. Program review	<input type="radio"/>				
9. Prospective student and family information	<input type="radio"/>				
10. Alumni communication	<input type="radio"/>				
11. WSCUC accreditation (regional accreditation)	<input type="radio"/>				
12. Program accreditation	<input type="radio"/>				
13. External accountability reporting requirement	<input type="radio"/>				
14. Trustee/Governing Board deliberations	<input type="radio"/>				
15. Strategic planning	<input type="radio"/>				
16. Institutional benchmarking	<input type="radio"/>				
17. Academic policy development or modifications	<input type="radio"/>				
18. Institutional improvement	<input type="radio"/>				
19. Resource allocation and budgeting	<input type="radio"/>				
20. New faculty hiring	<input type="radio"/>				
21. Professional development for faculty and staff	<input type="radio"/>				
22. Recruitment of new students	<input type="radio"/>				

23. Other, specify:

**Q5.2.1.**

Please provide a detailed example of how you used the assessment data above:

(Remember: Save your progress)

### Additional Assessment Activities

**Q6.**

Many academic units have collected assessment data on aspect of their program *that are not related to the PLOs* (i.e. impacts of an advising center, etc.). **If** your program/academic unit has collected data on program *elements*, please briefly report your results here:

 No file attached

 No file attached
**Q7.**

What PLO(s) do you plan to assess next year? [Check all that apply]

- 1. Critical Thinking
- 2. Information Literacy
- 3. Written Communication
- 4. Oral Communication
- 5. Quantitative Literacy
- 6. Inquiry and Analysis
- 7. Creative Thinking
- 8. Reading
- 9. Team Work
- 10. Problem Solving
- 11. Civic Knowledge and Engagement
- 12. Intercultural Knowledge and Competency
- 13. Ethical Reasoning
- 14. Foundations and Skills for Lifelong Learning
- 15. Global Learning
- 16. Integrative and Applied Learning
- 17. Overall Competencies for GE Knowledge
- 18. Overall Competencies in the Major/Discipline
- 19. Other, specify any PLOs not included above:

a. b. c. **Q8.** Please attach any additional files here:
 Grad\_Roadmap.pdf  
17.56 KB

 No file attached

 No file attached

 No file attached
**Q8.1.**

Have you attached any files to this form? If yes, please list every attached file here:

Grad Program Road Map.

## Program Information (Required)

**P1.**

Program/Concentration Name(s): [by degree]

MS Parks & Rec

**P1.1.**

Program/Concentration Name(s): [by department]

Parks & Rec. MS

**P2.**

Report Author(s):

Greg Shaw

**P2.1.**

Department Chair/Program Director:

Greg Shaw

**P2.2.**

Assessment Coordinator:

Kath Pinch - Graduate Coordinator

**P3.**

Department/Division/Program of Academic Unit

Recreation Parks and Tourism

**P4.**

College:

College of Health & Human Services

**P5.**

Total enrollment for Academic Unit during assessment semester (see Departmental Fact Book):

14.

**P6.**

Program Type:

1. Undergraduate baccalaureate major
2. Credential
3. Master's Degree
4. Doctorate (Ph.D./Ed.D./Ed.S./D.P.T./etc.)
5. Other, specify:

**P7.** Number of undergraduate degree programs the academic unit has?

2

**P7.1.** List all the names:

Recreation and Park Management

Recreation Therapy

**P7.2.** How many concentrations appear on the diploma for this undergraduate program?

0

**P8.** Number of **master's degree programs** the academic unit has?

1

**P8.1.** List all the names:

Recreation Administration.

**P8.2.** How many concentrations appear on the diploma for this master's program?

N/A

**P9.** Number of **credential programs** the academic unit has?

0

**P9.1.** List all the names:

N/A

**P10.** Number of **doctorate degree programs** the academic unit has?

0

**P10.1.** List all the names:

N/A

When was your <b>assessment plan</b> ...	1. Before 2010-11	2. 2011-12	3. 2012-13	4. 2013-14	5. 2014-15	6. No Plan	7. Don't know
<b>P11.</b> developed?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>P11.1.</b> last updated?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**P11.3.**Please attach your latest **assessment plan**:
 No file attached
**P12.**Has your program developed a **curriculum map**?

1. Yes
2. No
3. Don't know

**P12.1.**Please attach your latest **curriculum map**:
 No file attached
**P13.**Has your program indicated in the curriculum map where assessment **of student learning** occurs?

1. Yes
2. No
3. Don't know

**P14.**

Does your program have a capstone class?

1. Yes, indicate:
2. No
3. Don't know

**P14.1.**Does your program have **any** capstone project?

1. Yes
2. No
3. Don't know

(Remember: Save your progress)

## GRADUATE DEGREE PROGRESS FORM

Name: \_\_\_\_\_

Degree Start Date: Fall   Spring 20 \_\_

<b>Graduate Classified</b>		<b>Conditionally Classified</b>	
Total Units Required = 30	Semester completed	Total Units Required = 30 (plus conditional units)	Semester completed
<b>No Conditional Classes</b>	<i>0 units</i>	<b>Conditional Classes</b>	<i>3-15 units</i>
<b>Required Classes</b>		<b>Required Classes</b>	
<i>12 units</i>		<i>12 units</i>	
RPTA 200 (3 units)		RPTA 200 (3 units)	
RPTA 202 (3 units)		RPTA 202 (3 units)	
RPTA 203 (3 units)		RPTA 203 (3 units)	
RPTA 204 (3 units)		RPTA 204 (3 units)	
<b>Elective Classes</b>		<b>Elective Classes</b>	
<i>15 units</i>		<i>15 units</i>	
<b>Choose from:</b>		<b>Choose from:</b>	
RPTA 206 (3 units)		RPTA 206 (3 units)	
RPTA 207 (3 units)		RPTA 207 (3 units)	
RPTA 209 (3 units)		RPTA 209 (3 units)	
RPTA 295 (3 units)		RPTA 295 (3 units)	
RPTA 299 (3 units)		RPTA 299 (3 units)	
Up to 9 units UG RPTA classes		Up to 9 units UG RPTA classes	
Up to 6 units outside of RPTA		May take up to 6 units outside of RPTA with consent of Advisor	
<b>Culminating Experience</b>		<b>Culminating Experience</b>	
<i>3 units</i>		<i>3 units</i>	
RPTA 500		RPTA 500	
<b>Other Requirements</b>		<b>Other Requirements</b>	
<ul style="list-style-type: none"> <li>▪ No more than 6 units of any combination of 295 and 299</li> </ul>		<ul style="list-style-type: none"> <li>▪ No more than 6 units of any combination of 295 and 299.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ A maximum of 9 units of 100 level UG classes</li> </ul>		<ul style="list-style-type: none"> <li>▪ A maximum of 9 units of 100 level UG classes</li> </ul>	
<ul style="list-style-type: none"> <li>▪ At least 18 units of 200 level classes (excluding 295 and 299)</li> </ul>		<ul style="list-style-type: none"> <li>▪ At least 18 units of 200 level classes (excluding 295 and 299).</li> </ul>	
<ul style="list-style-type: none"> <li>▪ A maximum of 9 units may be transferred from another graduate institution, subject to approval of Advisor</li> </ul>		<ul style="list-style-type: none"> <li>▪ A maximum of 9 units may be transferred from another graduate institution, subject to approval of Advisor</li> </ul>	

**GRADUATE DEGREE PLAN – Update every semester with advisor**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Conditional Units Required (circle)

0	3	6	9	12	15
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Conditional Classes	

Fall	Year: 20	Spring	Year: 20

Summer	Year: 20

Fall	Year: 20	Spring	Year: 20

Summer	Year: 20

Fall	Year: 20	Spring	Year: 20

Summer	Year: 20

Fall	Year: 20	Spring	Year: 20