# Graduate Annual Program Assessment Report

|  |  |
| --- | --- |
| **Program Information: (Modify table as needed)** | |
| Degree/s Assessed |  |
|  |  |
| College or Administrative Division |  |
| Department/School |  |
| Report Submitted By |  |
| Date Submitted |  |
| Assessment Period: |  |

**Graduate assessment reports are to be submitted biennially. The report deadline is September 15th .**

**The use of this template is optional, however, any assessment report submitted must contain the required information provided in template.**

## Biennial Graduate Assessment Process:

Common Program Learning Outcomes (Where both Masters and Doctoral outcomes are the same).

Unique Masters Outcomes:  
(Please specify outcome differences in thesis or non-thesis options, if appropriate.)

Unique Doctoral Outcomes:

**(Note – If submitting only a Masters or Doctoral report, include just the appropriate outcomes)**

**1. What Was Done (Assessment Methods)**

a. List the courses or instruments used to assess each outcome.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Performance Table (Modify table as needed)** | | Learning Outcomes | | | | | | |
| **Masters Students** | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| **Data Source** | |  |  |  |  |  |  |  |
| Course # |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Other? |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Doctoral Students** | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| **Data Source** | |  |  |  |  |  |  |  |
| Course # |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Other? |  |  |  |  |  |  |  |  |

b. What benchmark is used to demonstrate whether the outcome has been satisfactorily met? Describe any changes to the benchmark since last reporting cycle.

c. What was the process for evaluation (how was data collected and by whom)?

d. Has this assessment method changed since the last reporting cycle? Yes or No. Explain any changes.

## 2. What Data Were Collected a. What was collected to assess learning outcomes listed above?

**3. What Was Learned: Results**

a. What was revealed from analyzing learning outcome data regarding student learning? Describe any result, pattern, or trends that you identify as meaningful.

b. Describe how the above results were communicated to the department and used to develop plans for improvement.

## 4. How We Responded

a. Based on assessment, describe any changes (content, pedagogical, structural, etc.) that are an outgrowth of the current year's assessment of this outcome. Include timelines.

b. When will the changes be next assessed?

**5. Closing the Loop**  
**a.** If there have been changes in program/curriculum to reflect concerns from previous assessments, what impact have the changes had (if any) on achieving the desired level of student learning outcomes?

**NOTE: Student names must not be included in data collection. Dialog on successful completions, manner of assessment (publications, thesis/dissertation, or qualifying exam) may be presented in table format if they apply to learning outcomes. In programs where numbers are very small and individual identification can be made, focus should be on programmatic improvements rather than student success. Data should be collected through the year on an annual basis.**

## Submit report to [programassessment@montana.edu](mailto:programassessment@montana.edu)