



Rating form for Annual Report from An Academic Unit

Unit: Reviewer:

Academic Year of review:

Overall Rating of Report:

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Unit Vision, Mission and Strategic Plan (Some units may not have a separate vision and mission.) ☐ Unit Vision, Mission and Strategic Plan are provided. ☐ Assessment of Key Performance Indicators is evident. ☐ A narrative is present that indicates a link between the unit SLOs and the university and unit Vision, Mission, and Strategic Plan. ☐ Unit's program and university assessment explained, presented, and analyzed.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Public/Stakeholder/Student Notification of SLOs ☐ SLOs are distributed by multiple methods and target all required audiences.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Enrollment ☐ Undergraduate enrollment numbers are present for the last three years including a 3-year total/average and a 10-year total/average. ☐ Graduate enrollment numbers (if required) are present for the last three years including a 3-year total/average and a 10-year total/average. ☐ All data provided is broken down by student classification. ☐ Strengths, Weaknesses, Opportunities for Growth, and Threats to Effectiveness are listed for the data.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Progression/Retention Data (This section may include data specific to the unit's needs.) ☐ Each program is broken down separately. ☐ Number/percentage of students completing the program for the last 2-3 years. ☐ Strengths, Weaknesses, Opportunities for Growth, and Threats to Effectiveness are listed for the data.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Gateway Course Success (Applies only to units teaching Gateway Courses) ☐ Data showing passing/failure rates (for each gateway course) for the last three years as well as a 3-year trend is present. ☐ Strengths, Weaknesses, Opportunities for Growth, and Threats to Effectiveness are listed for the data.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Completion (Graduation/Program Viability) ☐ A summary of the data related to Progression/Retention/Program Viability is present. ☐ An analysis for the data is present. ☐ Future plans to promote or maintain program viability is present. ☐ Methods of tracking graduates are described and data for graduates going into workforce and/or further studies provided.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Faculty ☐ Data including faculty name, rank, highest degree, teaching load and other assignments is present. ☐ Significant changes in faculty are explained. ☐ SSCH Data is present. ☐ Significant changes in SSCH production are explained detailing specific impacts.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Rating:	Exemplary (3)	Accomplished (2)	Emerging (1)	Notes/Comments
Unit Agreements, MOUs, MOAs, Partnerships ☐ Unit Agreements are listed. ☐ Faculty scholarly activity, service projects, and grant awards is included. ☐ Significant changes in the unit, in programs/degrees, are explained. ☐ Program/curricular changes are explained. ☐ Initiatives to enhance teaching/learning and student engagement are included.	Explain how this section exceeds the requirements.	Meets Criteria and has clear and well-developed details and explanation.	Some of the required criteria is present but more detail and development is needed.	

Comments:

Strengths of the report:

Opportunities for improvement:

Recommended follow-up actions: