

Annual Assessment Report Checklist



Unit/Office: _____

Reviewer: _____

Date: _____

Assessment Report Element	Yes	No	Comments
Findings			
Are the findings clear and well-organized ?			
Do the findings directly align with the measure?			
Was sufficient documentation (i.e., rubrics, data tables, blank artifacts) provided in Basecamp for verification of findings?			
Action Plan			
Are the action plans well-thought out and appropriate for the program?			
Do the action plans clearly demonstrate improvements made to teaching approaches, curriculum, or processes?			