The Committee had 14 scheduled meetings in 2010-2011; seven in fall and seven in spring.

Major tasks accomplished:

• **Development of Multi-Year Institutional Assessment Plan.** The Faculty Handbook rests the responsibility of developing an institutional plan for college-wide assessment upon the Program Review Committee (*Faculty Handbook* 1.4.3.4.7). In 2010-2011 academic year, the PRC developed the new assessment package for the 2011-2017 academic years, which includes Institutional Learning Goals derived from Six Learning Standards and Nine Learning Principles; Institutional Learning Outcomes for the next assessment cycle; GE Student Learning Outcomes, and Multi-Year Institutional Assessment Plan. The aforementioned documents were developed in conjunction with the following faculty members: Lisa DeBoer, Dinora Cardoso, Chandra Mallapmalli, Laura Montgomery, Maurice Lee, Mark Nelson, Lisa Stern, Marianne Robins, Glenn Town, and David VanderLaan. The Relationship between the Four Assessment Documents Addendum was created by Tom Fikes in collaboration with John Blondell, Warren Rogers, Tatiana Nazarenko, and Bill Wright. The proposed assessment package will allow the college to align institutional, program and GE levels of assessment. The *Assessment Plan* was presented to the faculty and received provisional approval on April 15, 2011. For the 2011-2012 assessment, the Committee has selected Effective Oral and Written Communication outcomes to be assessed predominantly at the GE level.

• **Reviewing and responding to six year program review report and annual assessment update reports.** The Committee reviewed and responded to five Six-Year Program Review Reports (one six-year report was reviewed twice as the modified version was resubmitted following the Committee’s initial feedback) and 22 Annual Assessment Update Reports. All but one report followed the Annual and Six-Year Report Templates. All reports were submitted within the fall semester, while 14 annual reports and three six-year reports were submitted on time. One six-year report and two annual reports met the standards of excellence established by the PRC for this type of assessment documentation and were nominated for the Excellence in Assessment award. Following the reports’ revision, the Committee members met with all the academic and co-curricular departments to discuss their reports and provide support as required.

• **Refining standards for reports evaluation.** While reviewing and responding to the annual and six-year reports, the PRC refined the standards for evaluating reports and developed a Template for Responding to Annual Assessment Update Reports. Additionally, the Committee developed *Eligibility Criteria for Excellence in Assessment Awards.*

• **Establishing Excellence in Assessment awards.** In conjunction with the Provost Office, the PRC established the system of awards to support a college-wide excellence in assessment.
The $500 prize and the Certificate of Achievements for the best Six-Year Program Review Report were awarded to the Department of Sociology and Anthropology. The Department of Education and Department of Computer Science received $120 prizes each as well as the Certificates of Achievements for their Annual Assessment Updates Reports. The names of these three departments are inscribed onto the Excellence in Assessment plaque to be hung in the Voskuyl Library. Additionally, the Committee acknowledged the exemplary quality of the General Education Six-Year Program Review Report prepared by Ray Rosentrater.

- **Revising and Modifying the Annual Assessment Update Report Template.** In spring 2011, the Committee modified and re-posted the Annual Assessment Update Report Template.

- **Developing Education Effectiveness website and new electronic resources.** The PRC restructured the Educational Effectiveness website, as well as developed and posted various teaching, learning and assessment resources there.

- **Participating in WASC retreats.** In 2010-2011, two PRC members and four faculty members attended WASC Retreats on assessment and student success, subsequently sharing the results of their training with the Department Chairs and the PR Committee.

- **Providing feedback for the WASC Special Visit Report.** The PRC reviewed and provided feedback to the Draft #2 of the WASC Special Visit Report prepared by Bill Wright and Steering Committee members.

- **Developing the PRC Handbook.** In spring and summer 2011, the pilot version of the PRC Handbook was developed and is being used by the current Committee members.