

Insert College/Department/Program/Center name
Annual Report
Academic Year 2019-20¹
Submitted by:

1. Analysis

1.1. Departmental Dashboard Data² [please include recent data in tables and/or Appendix A]

Interpretation/analysis of trends in data over past three-to-five years

1.2. Department/Program and Student Learning Outcomes during 2019-20

- 1.2.1.** Chair's analysis of progress made on department/program outcomes established during the past academic year (please include evidence of department/program outcomes claims via links to external documents and/or in appendices; sample table is provided)

Outcome	Action Plan/ Winthrop Plan/ CAS Goals/ ULC alignment	Met/In Progress/ Not Met	Description of activities and findings	Evidence (data and/or links)

- 1.2.2.** Chair's analysis of progress made on student learning outcomes data during the academic year
You may defer completion of this section in favor of submission of program Continuous Improvement reports in Sept. 2020.

(SLOs and required documentation to be submitted by assessment coordinators in OARS)

- 1.2.3.** Analysis of data/goals/opportunities/threats for affiliated research or instructional centers, if any
 (please include any sub-reports as Appendix E)

2. Department/Program Outcomes for 2020-21

- 2.1.** List improvement actions department/program will take, and align to your most recent APR Action Plan, to pertinent Winthrop Plan initiatives, CAS Strategic Goals, ULCs, etc. (sample table is provided)

Outcome³	Action Plan/ Winthrop Plan/ CAS Goals/ ULC	Action(s) planned	Responsible party	Budget Needs

3. Budget Planning [please include supporting budget documents as Appendix F]

If you have made specific changes or additions to the budget document, please provide a brief justification as it relates to department/program outcomes.

A new budget document is not necessary for 2020-21, unless you wish to make specific changes or additions.

¹ New this year: (a) specific reference to faculty reassigned time and to Action Plans resulting from program review; (b) you may defer SLO reporting in favor of Continuous Improvement (OARS) reporting in Sept. 2020.

² Dashboard Data will include the following: Department Faculty and Staff FTE, Student Credit-Hour Production, Major head-counts, Degree productivity, Retention data, Faculty reassigned time, Additional data pertinent to the department.

³ Please confer with the Associate Dean for Assessment, as needed, to ensure formulation appropriate to Continuous Improvement ("Assessment") reporting.

Appendices:**A. Departmental Dashboard Data****B. Significant Achievements**

Highlight significant achievements in Student Intellectual Development, Faculty Scholarship/Creativity, Faculty Professional Stewardship, and/or Development Activities. One page maximum, please.

C. Action Plan from your most recent Academic Program Review, if available.**D. OARS Report** (without documentation; to be appended when available)**E. Sub-Unit Reports (if any)** Provide reports for affiliated centers: These should articulate pertinent data, progress toward meeting improvement outcomes, budget needs, significant achievements, and proposed new outcomes for the next academic year.**F. Budget documents** (please provide 2019-20 budget or an updated budget request)