**CO-CURRICULAR ASSESSMENT REPORT**

Co-curricular Assessment, Annual Department Report 2021-2022

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Department:

Director:

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| Continuous Improvement Prcess | **Section 1: Plan (Please Complete in the Fall)**1. **How do your departmental activities fit either the University Mission statement or the mission statement for Student Services?**
2. **What was working for your department last year?**
3. **What was not working for your department last year?**
4. **Where would you like your department to improve?**
5. **What are you curious to learn more about, when it comes to your department?**
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| Continuous Improvement Prcess | **Section 2: Implement (Please Complete in the Fall)**1. **What evidence will help you answer your burning question? How will you collect it?**
2. **Who is your sample?**
3. **What are some potential biases that could be a part of this assessment project? Are there any ways that we could minimize biases?**
4. **What kind of tool are you using for your assessment (e.g., scoring guide, key performance indicators, focus groups, interviews, etc.)? Describe the elements of this tool.**
5. **Who will be involved in the assessment plan?**
6. **Who will look at the data with you once the data is collected?**
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| Continuous Improvement Prcess | **Section 3: Assess (Please Complete: Winter/Spring)**1. **What were the results of the assessment process?**
2. **What were some strengths? What were some weaknesses?**
3. **Is the data directly reflective of programming? Are there other factors that could be influencing the data results?**
4. **What surprised you?**
5. **What were some areas that the department needs to continue to watch?**
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| Continuous Improvement Prcess |  **Section 4: Revise (Please Complete: Summer)**1. **What specific changes will you make to the way your department operates as a result of this data?**
2. **What did your colleagues think of the results? What were their suggestions?**
3. **How will you use these results to improve your department?**
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