Program Review and Assessment of Student Learning in the Major:

Summary Report

Policy. Consistent with SUNY policy, the *Report of the Provost's Advisory Task Force on the Assessment of Student Learning Outcomes* and *Guidelines for the Implementation of Campus-Based Assessment*, starting in 2001-2002, SUNY campuses review undergraduate programs every five to seven years, or on a programmatic accreditation cycle of ten years or less, usually within the framework of the University Faculty Senate's *Guide for the Evaluation of Undergraduate Academic Programs,* available at *http://www.suny.edu/facultySenate/Publications.cfm.* A program review includes an assessment of student learning in the major and a review of the program's final assessment report by external reviewers, including a campus visit and report to the chief academic officer. In the case of programs with external accreditation, the chief academic officer generally receives the external team's report and final accreditation or certification letter.

Procedure. For each completed review, chief academic officers shall keep a completed electronic copy of this MAJOR-2 form, or the same information in another format, and associated external review materials. Upon request, the chief academic officer shall submit these materials to the University Provost for periodic audits based on samples of campuses.

a. Name of Institution (and branch if relevant)	

b. Registered Program Title(s) Included in the Assessment (or Assessment Group)	SED IRP Code(s)

Campuses can copy and paste from their list of programs on the MAJOR-1 form and add additional rows as needed. Or, campuses may list the Assessment Group reported on their MAJOR-1 form to identify all programs included in the assessment (e.g. Education).

c. Year of Previous Assessment	d. Year of Current Assessment

e. External Reviewers (or Name of Specialized Accreditation Agency)

Name	Title	Institution

External review reports, and a letter of accreditation, as applicable, should be attached to this Summary Report.

f. Campus Contact Name	Email

1. Program improvements made as a result of the previous assessment of this major:	
2. Major learning outcomes for this program:	**3. Measures used to assess these learning outcomes:**
4. Major findings of this assessment related to student learning:	**5. Action to be taken to address these specific assessment findings:**

6. What has been learned from this assessment that could be helpful for the next assessment of student learning in this major?

Campuses may add additional pages and information for their own use.

Herkimer County Community College