

## **SUPPORTING DOCUMENTATION FOR ACCREDITATION**

1. Instruments and procedures used to measure educational program effectiveness.
2. Inventory of documents that demonstrate the appraisal of educational program outcomes (should include outcomes assessment for general education courses within your program).
  - Annual goals and assessment of success;
  - Studies of alumni and former students;
  - Studies regarding effectiveness of programs and their graduates;
  - Test comparisons that reveal beginning and ending competencies;
  - Surveys of student satisfaction.
3. Statement of degree objectives for each degree program—especially learning objectives.
4. Description of curriculum development and advisory groups, with rules of procedure and recent minutes.
5. Complete departmental or program self-studies prepared for part of this self-study.
6. Interpretation and evidence of use of student evaluation to improve faculty teaching and courses taught within a program.
7. Self-study and evaluation committee reports from external reviews and the most recent professional accreditation visits and documentation of resulting actions.
8. Description of the materials and forms used in the academic advisement process.
9. Grade distribution studies completed within a program.
10. Samples of course examination and other instruments used to assess student achievement or competency and, when possible, available work products determined to be of different levels of quality.
11. Funds devoted to research, if applicable, for each of the past three years; principal sources of such funds.
12. Brochures prepared for advisement or recruitment from the program.
13. Survey of employer satisfaction.
14. Results of national ranking data if available.

15. Description of academic advising available to students within the unit.
16. Description of co-curricular activities and programs that foster the intellectual and personal development of students consistent with the institution's mission.
17. Material documenting the institution's relationship to student publications and other media housed in a program.
18. Summary of the most significant artistic creation, scholarly activity, and research by faculty during the past five years.
19. A current professional vitae for faculty.
20. Summary reports of faculty involvement with public services/community services.