



SUBJECT: ANNUAL REPORT OF ACADEMIC COLLEGES AND SCHOOLS

- I. PURPOSE: To provide for compiling and submitting annual reports of academic colleges and schools.

- II. POLICY: A tool for assessing the effectiveness of colleges and schools is an annual report of academic activities. Primarily a qualitative summary, the report should be submitted to the Provost's office by July 31 each year, and it might include:
 1. Descriptive information addressing major objectives and progress toward meeting them;
 2. Summary information on unit assessment plans and their implementation;
 3. Academic programs introduced, deleted, or revised;
 4. Outcomes of instructional experiments in progress or changes in instructional delivery;
 5. Significant faculty development activities
 6. Special recognitions of faculty, staff and students;
 7. Highlights of ongoing scholarly/creative activities;
 8. Outcomes of significant professional service activities;
 9. Future goals and objectives and how these align with the University's goals and mission, and how these will be measured;
 10. Challenges and opportunities the college or school may be facing.