
Approved by Faculty Council May 10, 2019

1. Align AoL “Closing-the-Loop” Assessment Report with AACSB PRT’s Comments

Prior AACSB PRT (2009-2013) has raised issues about AoL processes which should translate assessment results into curriculum revisions then improve educational outcomes. Accordingly, COB has implemented embedded core course assessments along with “Closing-the-Loop” assessment report to address issues identified by Prior PRT.

During 2014-2018 AACSB visit, PRT recommends additional continuous meetings among AoL participating faculty members. Further, AoL assessment reports should follow a standardized template and compare assessment results with those in previous reports. In particular, the report should follow up “Closing-the-Loop” actionable items recommended in previous reports.

2. Important Highlights Included in 2019-2023 AoL “Closing-the-Loop” Assessment Report Guideline

1) Two weeks after final exam week, the AoL “Closing-the-Loop” Assessment Report should be submitted to the Office of Accreditation.
2) All AoL “Closing-the-Loop” assessment report should FOLLOW the template provided.
3) Learning Goals should be specified.
4) Course level learning goals should be elaborated.
5) Measurement Method should be specified and elaborated.
6) Number of students should be specified.
7) Participating faculty can determine standard to which students exceed, meet or not meet expectations.
8) Closing the Loop – (PRT’s comments)
   I. Must compare assessment results with those in prior reports.
   II. Discuss the outcomes of “Closing-the-Loop” actionable items recommended in prior reports.
   III. Offer unique suggestions based on current assessment results. Please Don’t COPY EXACT wordings from prior results. At least, you should tweak the sentences to convey the same ideas.
9) Assessment Rubric
I. Participating faculty can emulate the assessment rubric matrix adopted in prior reports.
10) **Disseminating assessment report results – (PRT’s comments)**

I. All participating faculty should share the assessment results at Department Meeting.

II. What are feedbacks from Department? For examples:
   1. Revamp SCO to meet industrial needs /Solicit comments from UPC or GPC
   ✓ Curricular Changes/ approval from UPC or GPC
   ✓ Changing pedagogical approach
   ✓ Offering Supplementary Instruction Classes
   ✓ Referred to Center for Student Success

11) **Regular Meetings among AoL Participating faculty and MS Directors- (PRT’s comments)**

I. Office of Accreditation will hold an annual meeting

II. Sharing feedbacks after disseminating assessment results at department meetings