

Annual Program Report
Graduate School of Education and Counseling

Instructions

- ❖ Please use the format below to produce your Annual Program Report. Material used in the preparation of this report may be taken from (or used in) accreditation reports and revisions of the GSEC Strategic Plan.
- ❖ Program annual reports are due on June 1. Please submit your Annual Program Report to the Dean's Office by email attachment (preferably as a Word document to facilitate compilation of GSEC data).
- ❖ While the submission of this report is the responsibility of the program director, the process for preparing it should be open to the participation of all program faculty. The final draft of the Annual Report should be made available to all program faculty.

Format

- (1) Describe major developments or events in the program over the past year.
- (2) Review matriculation, enrollment, and demographic data. Describe program changes or plans for the future made on this basis.
- (3) Review course evaluations (students) and program evaluations (supervisors, mentors). Describe program changes or plans for the future made on this basis.
- (4) Review student achievement data and student feedback on the program (including exit survey responses and other data, as available). Describe program changes or plans for the future made on this basis.
- (5) Describe the program's community engagement activity.
- (6) Describe the program's contribution to the diversity and social justice mission of the Graduate School (this may include: faculty/staff/student recruitment; curriculum; climate; outreach efforts).
- (7) Describe the scholarship activity of program faculty (publications; presentations; grant applications).
- (8) Provide an update on accreditation activity.
- (9) Describe changes to the program's strategic plan (these will be included in the annual revision of the GSEC Strategic Plan).
- (10) Describe new or planned activities, modifications, or initiatives for the next year.

(Approved 11-14-10)