**Annual Assessment Report – Administrative and Academic Support Units**

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| **Program:** |  | **Year:** |
| **Assessment Coordinator:** |  | **Ext.** | **Email:** |
| **Mission Statement:** |  |

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| **Expected Outcomes:** *Something the department or unit wants to achieve; desired end results for the organization or program, rather than actions. 3-5 ideal, maximum 10.* | **Assessment Methods:***What factors, variables, or elements will you measure to gauge your success at reaching your expected outcome?* | **Targets/Benchmarks:***For each of these indicators, what is the minimum result, target, benchmark, or value that will represent success at achieving this outcome?* | **Results/Findings** | **Use of Results:** *How did you use results for planning, improvements, and decision making?* |
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