**DEPARTMENT DATA**

Data needed from all departments or units granting majors (including interdisciplinary programs), minors, certificates, etc. That is, anything appearing on the students’ transcripts.

Overall: All course syllabi (3.6.2); These can be “master” syllabi used by all faculty for a course, or the most recent syllabi used for courses taught

3.3.1.1

* Documentation of expected outcomes for educational programs and for student learning outcomes (should be in Program Reviews/Self-studies)
* Documentation of the evaluation of those outcomes
* Documentation of the use of the findings from assessment to improve the institution

(Please use the UAH template for organization of this information)

3.5.4

* List of faculty who hold the terminal degree (SACS form online)

3.6.1

* Post-baccalaureate degree programs are of appropriate rigor, more advanced than lower levels (SACS form online)

3.6.4

* Documents (online/brochures) that describe program completion requirements

(These need to be checked for consistency)

3.7.1

* Complete roster of faculty, qualifications, teaching assignments (SACS form online)

3.7.3

* Evidence that faculty are involved in professional development (These can be taken from FARs)
* Please use the UAH template for organization of this information

4.1 (There is a good deal of redundancy between these federal regulations and the SACS standards in 3.3.1.1)

* Documentation of appropriate criteria used to determine successful student achievement
* Documentation of the expected threshold of achievement for each criterion that determines the successful student and the rationale for why each is appropriate
* Documentation of data used to demonstrate achievement of goals to show student success