

**UTAH VALLEY UNIVERSITY
DEPARTMENT OF NURSING
PROGRAM EVALUATION COMMITTEE ANNUAL REPORT**

Report is due two weeks after spring finals

*Email copies to Chair of Department of Nursing and to Chair of Program Evaluation Committee
Place a hard copy in the Nursing Department filing cabinet*

Reporting Period:

Committee Chair:

Committee Membership:

1. **COMMITTEE GOALS:** (identify goals established at the start of the academic year including department strategic directions)

2. **TACTICAL PLAN:** (how the committee addressed plans to reach committee goals and proposed expected outcomes)

3. **MAJOR ACTIVITIES AND OUTCOMES (Results):** (Consistent with committee bylaws, describe the activities, and the results and recommendations made. Identify where evidence of recommendations and actions are documented).

4. **STRATEGIC PLAN** (Describe which activities and results contribute to the University and Department's strategic plan)

5. **EVALUATION** (describe the tools or methods used for evaluation and the achievement of committee goals and expected outcomes)

6. **GOALS and RECOMMENDATIONS FOR THE COMING YEAR:** (include any continuing or unmet goals)