

ALBANY STATE UNIVERSITY TITLE III PROGRAM ANNUAL REPORT FORMAT

Reporting Period: _____

Name of Activity: _____

Activity Director: _____

I. Activities and Findings

A. Describe the major research and education activities of the project. Describe activities implemented during the reporting period include:

1. Changes to institutional admission requirements, enrollment policies, or tuition and funding changes, or accreditation and strategic planning effects.
2. Discuss any new or planned majors started at the institution as a result of this activity.
3. Discuss the activities related to the enrollment, retention, and graduation data.
4. Discuss course development activities including new courses created and enhanced courses. Include a discussion of other efforts to improve the academic quality of the programs like supplemental instruction, experiential learning, and peer-led team learning.
5. Discuss the student activities supported by Title III that enhanced student learning... Include the number of students and faculty participating in the activities.
6. Discuss how this activity enhances faculty and staff development.
7. Discuss how this activity enhanced accreditation efforts, additional funding from other sources changes, or accreditation and strategic planning effects.
8. Provide any other information concerning your project activities that has not already been included in the report.
9. How has this activity been institutionalized?
10. What specific evidence has being collected to document the achievement of each identified objective? (Review individually and attach test results, surveys, statistics, and other supporting documentation.)

B. What findings of the Title III activity are generated through your project evaluation? This should cover all activities during the reporting period and include the:

1. Effectiveness of strategies in achieving project goals and objectives.
2. Appropriateness of project goals and objectives (realistic and significant)
3. Impact of the involvement, or lack of involvement by departmental faculty, staff and students in the project
4. Changes or modifications that are planned, or that have been implemented, based on evaluation findings.
5. Please explain how the activity has been leveraged to, for example, increase funding and other resources, or establish new partnerships and faculty and student exchanges.

6. Provide any other information related to the findings of your project that has not already been included in the report.

II. Project Participants

1. What people have worked on your project?

Include the people that have worked on the Title III activity. It should include anyone who received funds from the activity including the director, co-director, faculty, consultants, guest lecturers and undergraduate student employees such as peer tutors (do not include students and faculty participants in services such as workshop attendees if they did not receive funds). The participant list is **cumulative** over the entire project period.

- Participants name: Enter their first and last name
- Project role: Select the best description of the participant's role.
- Description of involvement - for example, a faculty participant may have served as a workshop participant

2. What other organizations have been involved as partners?

Include partnerships active during the reporting period with other institutions of higher education, K-12 school districts, industry, foundations, museums, national laboratories, or other entities that are the result of the Title III activity.

- Organization name: Enter the full name of the organization.
- Partners' contribution: Describe the type of partnership.
- More detail: Describe the purpose and/or outcomes of the partnership.

ACTIVITY OBJECTIVES AND RESULTS

Activity Title: _____

Reporting Period: _____

List each objective and check whether the objective has been completed during this reporting period; is on-schedule and will continue throughout the next year; or was changed

Major Objectives in Measurable Terms	Completed	On-Schedule	Changed

Objectives Completed – List evidence of completion

Major Objectives in Measurable Terms	<u>Actual Results</u> in Measurable Terms

Objectives Changed - List reason for change

Major Objectives in Measurable Terms	Reason for Change	Expected Completion Date