

2016 - 2017 Undergraduate Program Assessment: Student Outcomes Dates

Departmental	General Education	Alternative Delivery	Co-Curricular Services & Activities	Action taken by	2016 - 2017
August Faculty Seminar				Department /Gen Ed/Assessment Chairs	Results of previous year shared
				Assessment Chair	2016 – 2017 Assessment Cycle Reviewed NEW: Assessment of Co-curricular Services/Activities
Aug/Sept 16	----	----	Aug/Sept 16	Departments/CCC	Review, revise, update Assessment Matrix
-----	9/15/16	----	-----	Gen Ed Chair	Gen Ed Comm submits 16-17 Gen Ed Outcome to Asses Chair
9/30/16				Departments & Department Chairs	Submits matrix to Blackboard Assessment Site
				Co-Curr Committee & Chair Co-Curric	Complete form & Submit to Blackboard Site: #1: Undergraduate Program Assessment Plan: Student Outcomes
					Complete form & Submit to Blackboard Site: #1: Undergrad Program Assessment Plan: Student Outcomes – Gen Ed
				Course Instructor	Complete form & Submit to Blackboard Site: #1: Undergrad Program Assessment Plan: Student Outcomes – Co-Curricular
10/15/16				Assessment Committee	Assessment Committee & Deans Review Matrixes, #1 – Plans, #3 - Plans
10/16 – 5/17 10/16 – 12/16*				Department CoCurrCom Course Instructors*	When approved - collect artifacts *Fall Semester Alternative Delivery
----		12/30/16*		Course Instructor*	Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & email to Assessment Committee Chair* - FALL
January Seminar 2017				Department Chairs Course Instructor* Chair CoCurr**	Provide progress reports on Departmental & Gen Ed & Alternative Delivery* & Co-Curricular** Assessment.
----		1/30/17		Course Instructor*	Complete form & email to Assessment Committee Chair: #3: Assessment Plan: Alternative Delivery – Student Outcomes* - SPRING Courses
----		4/30/17		Course Instructor*	Complete form & email to Assessment Committee Chair: #3: Assessment Plan: Alternative Delivery – Student Outcomes* - May/Summer courses
Spring Seminar 2017				Department Chairs Course Instructor* Chair CoCurr**	Provide progress reports on Departmental & Gen Ed & Alternative Delivery* & Co-Curricular** Assessment.
6/15/17				Departments & Department Chairs	Completes form: #2 Executive Summary Undergraduate Program Assessment: Student Outcomes and submits to Blackboard assessment site
					Completes form: #2 Executive summary Undergraduate Program Assessment: Student Outcomes – GEN ED & submits to Blackboard assessment site.
				Co Curr Comm & Co Curr Chair**	*Completes form: #2 Executive summary Undergraduate Program Assessment: Student Outcomes – Co-Curricular & submits to Blackboard assessment site.
				Course Instructor*	Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & email to Assessment Committee Chair* - SPRING
----		7/30/17	-----	Course Instructor*	Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & email to Assessment Committee Chair* - May/Summer
By 8/1/17				Assessment Committee & Deans	Review #2 Executive Summaries - Departmental /Gen Ed/Co Curricular & #4 Executive Summary Alternative Delivery ---Consider actions that have budget implications.
-----	By 9/15/17	----	-----	GEN ED Chair	Reviews #2 Executive Summaries – Gen Ed & Completes Summary of Executive Summaries – Submits to Assessment Committee Chair
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9/15/17	-----	9/15/17	----	Assessment Committee Chair	Complete Summary of Executive Summaries- Departmental & Alternative Delivery
By 9/15/17				Assessment Committee Chair	Complete 2016 – 2017 HLC Assessment Report
					All documents for 2016 – 2017 assessment cycle posted to WordPress Site & document completed for HLC evidence file.