**2017 – 2018 Undergraduate Program Assessment Dates**

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| **Departmental** | **General Education** | **Alternative****Delivery** | **Co-Curricular** | **Action taken by** | **2017 - 2018** |
| August Faculty Seminar | Department /Gen Ed/AssessmentChairs | Results of previous year shared  |
| Assessment Chair | 2017 – 2018 Assessment Cycle Reviewed |
| Aug/Sept 17 | ---- | ----- | Aug/Sept 17 | Departments | Review, revise, update Assessment Matrix |
| ----- | DONE | ---- | ------ | Gen Ed Chair | 17-18 Gen Ed Outcome - COMMUNICATION |
| 9/30/17 | Departments & DepartmentChairsCo-Curr  | Submits matrix to Blackboard Assessment Site |
| 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 |
| Complete form & Submit to Blackboard Site:#1: Undergrad Program Assessment Plan: Student Outcomes – Co-Curricular |
| *Dual Credit Liaison OR Course* *Instructor* | Complete form & email to Assessment Committee Chair:#3: Assessment Plan: Alternative Delivery – Student Outcomes - Fall courses |
| 10/15/17 | AssessmentCommittee | Assessment Committee & Deans Review Matrixes & Plans |
| 10/17 – 5/1810/17 – 12/17\* | DepartmentCoCurr*Dual Credit Liaison OR Course Instructors\** | When approved - collect artifacts\*Fall Semester Alternative Delivery |
| ----- | 12/30/17\* |  | *Dual Credit Liaison OR Course Instructors\** | Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & email to Assessment Committee Chair\* - FALL |
| January Seminar 2018 | DepartmentChairsCourse Instructor\*Chair CoCurr\*\* | Provide progress reports on Departmental & Gen Ed & Alternative Delivery\* & Co-Curricular\*\* Assessment. |
| ----- | 1/30/18  |  | *Dual Credit Liaison OR Course Instructors\** | Complete form & email to Assessment Committee Chair:#3: Assessment Plan: Alternative Delivery – Student Outcomes\* - SPRING Courses |
| ----- | 4/30/18 |  | Course Instructor\* | Complete form & email to Assessment Committee Chair:#3: Assessment Plan: Alternative Delivery – Student Outcomes\* - May/Summer courses |
| Spring Seminar 2018 | DepartmentChairsCourse Instructor\*Chair CoCurr\*\* | Provide progress reports on Departmental & Gen Ed & Alternative Delivery\* & Co-Curricular\*\* Assessment. |
| 6/15/18 | 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.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*Completes form: #2 Executive summary Undergraduate Program Assessment: Student Outcomes – Co-Curricular & submits to Blackboard assessment site. |
| Co Curr Comm& Co Curr Chair\*\* |
| *Dual Credit Liaison OR Course Instructors\** | Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & email to Assessment Committee Chair\* - SPRING |
| ----- | 7/30/18 | ------ | Course Instructor\* | Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & email to Assessment Committee Chair\* - May/Summer |
| By 7/15/18 | Assessment Committee & Deans | Review **#2 Executive Summaries** - **Departmental /Gen Ed/Co Curricular & #4 Executive Summary Alternative Delivery ---**Consider actions that have budget implications. |
| ------ | August | ----- | ------ | GEN ED Chair | Reviews #2 Executive Summaries – Gen Ed & Completes **Summary of Executive Summaries** – Submits to Assessment Committee Chair |
| ------ | ----- | ----- | August | Co Curr Chair | Reviews #2 Executive Summaries – Co CurrCompletes **Summary of Executive Summaries** – Submits to Assessment Committee Chair |
| August | ------- | August | ----- | Assessment Committee Chair | Complete **Summary of Executive Summaries- Departmental & Alternative Delivery** |
| September | Assessment Committee Chair | Complete 2017 – 2018 HLC Assessment Report |
| All documents for 2017 – 2018 assessment cycle posted to WordPress Site & document completed for HLC evidence file. |