

2017 – 2018 Undergraduate Program Assessment Dates

Departmental	General Education	Alternative Delivery	Co-Curricular	Action taken by	2017 - 2018
August Faculty Seminar				Department /Gen Ed/Assessment Chairs	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 & Department Chairs	Submits matrix to Blackboard Assessment Site
				Co-Curr	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
				<i>Dual Credit Liaison OR Course Instructor</i>	Complete form & email to Assessment Committee Chair: #3: Assessment Plan: Alternative Delivery – Student Outcomes - Fall courses
10/15/17				Assessment Committee	Assessment Committee & Deans Review Matrixes & Plans
10/17 – 5/18 10/17 – 12/17*				Department CoCurr <i>Dual Credit Liaison OR Course Instructors*</i>	When approved - collect artifacts *Fall Semester Alternative Delivery
-----		12/30/17*		<i>Dual Credit Liaison OR Course Instructors*</i>	Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & email to Assessment Committee Chair* - FALL
January Seminar 2018				Department Chairs Course Instructor* Chair CoCurr**	Provide progress reports on Departmental & Gen Ed & Alternative Delivery* & Co-Curricular** Assessment.
-----		1/30/18		<i>Dual Credit Liaison OR Course Instructors*</i>	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				Department Chairs Course 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.
				Co Curr Comm & Co Curr Chair**	*Completes form: #2 Executive summary Undergraduate Program Assessment: Student Outcomes – Co-Curricular & submits to Blackboard assessment site.
				<i>Dual Credit Liaison OR Course Instructors*</i>	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
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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.