

**2022 – 2023 Undergraduate Program Assessment Dates**  
**Departmental and General Education Assessment will be completed in alternate years with**  
**Program Review starting in 2021 – 2022**  
**DUAL CREDIT ASSESSMENT WILL BE COMPLETED EVERY YEAR**

Departmental	General Education	Alternative Delivery	Co-Curricular	Action taken by	2022 - 2023
August meetings				Department /Gen Ed/Assessment Chair	Results of previous year reviewed/ in program review meetings --2021 - 2022 Assessment Cycle Reviewed Program Review started – completion of departmental and gen ed assessment not required.
Aug/Sept 22	----	-----	Aug/Sept 22	Departments	Review, revise, update Assessment Matrix
-----	DONE	----	-----	Gen Ed Chair	2022 – 2022 & 2022 - 2023 Gen Ed Outcome
9/30/22				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
				Dual Credit Liaison OR Course Instructor	Complete #3: Assessment Plan: Alternative Delivery – Student Outcomes form & submit to BlackBoard Assessment Site - Fall courses
10/15/22				Assessment Committee	Assessment Committee & Deans Review Matrixes & Plans
10/22 – 5/23 10/22 – 12/22*				Department CoCurr Dual Credit Liaison OR Course Instructors*	When approved - collect artifacts  *Fall Semester Alternative Delivery
-----		12/30/22		Dual Credit Liaison OR Course Instructors*	Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & submit to BlackBoard Assessment Site - FALL
-----		1/30/23		Dual Credit Liaison OR Course Instructors	Complete #3: Assessment Plan: Alternative Delivery – Student Outcomes form & submit to BlackBoard Assessment Site - SPRING Courses
-----		4/30/23		Course Instructor*	Complete form & email to Assessment Committee Chair: #3: Assessment Plan: Alternative Delivery – Student Outcomes* - May/Summer courses
Spring Seminar 2023				Department Chairs Course Instructor* Chair CoCurr**	Provide progress reports on Departmental & Gen Ed & Alternative Delivery* & Co-Curricular** Assessment.
6/15/23				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.
				Dual Credit Liaison OR Course Instructors*	Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & submit to the BlackBoard assessment site - SPRING
-----		7/30/23	-----	Course Instructor*	Completes form: #4 Executive summary Undergraduate Program Assessment: Alternative Delivery & submit to the BlackBoard Assessment site - May/Summer
By 7/15/23				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 <b>Summary of Executive Summaries</b> – Submits to Assessment Committee Chair
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August	-----	August	-----	Assessment Committee Chair	Complete <b>Summary of Executive Summaries- Departmental &amp; Alternative Delivery</b>
September				Assessment Committee Chair	Complete 2022 – 2023 HLC Assessment Report
					All documents for 2022 - 2023 assessment cycle posted to WordPress Site & document completed for HLC evidence file.