ACADEMIC ASSESSMENT PROCESS TIMELINE FOR 2023-2024

The following timeline provides the faculty member or the lead with an idea about when certain projects must be submitted into Planning & Self Study. If the faculty have any questions about this process, they are free to contact the Office of Institutional Effectiveness.

Fall 2022		Spring 2024	Summer 2024	Fall 2024
Submit by October 1st, 2023	Submit by November 1st, 2023	*December - May*	Submit by May 15th, 2024	Shared December 1st, 2024

STEP 1: Program Learning Outcome Assessment

Revisit program learning outcomes in Planning & Self Study to see if they are measurable. If not measurable, consider revising them.
Identify in which core course each outcome will be assessed. Choose assignments to evaluate outcomes. Decide on a rubric or other means to assess the assignment.

STEP 2: Program Learning Outcome Assessment

Submit the assessment project idea or "Measures" into Planning & Self Study. This step will require identifying a course, assignment, and rubric.

STEP 3: Program Learning Outcome Assessment

The faculty and "leads" collect data on identified assignments between Fall to late Spring.

STEP 4: Program Learning Outcome Assessment

The "leads" submit results from the assessment project into Planning & Self Study. They also create a plan for how to improve their program based on the data collected.

STEP 5: Program Learning Outcome Assessment

The faculty and "leads" receive feedback on their academic assessment project from the Assessment Committee.

STEP 1: Essential Learning Outcome Assessment

Submit pre-survey for each ELO assessment and each program.

STEP 2: Essential Learning Outcome Assessment

Reach out to Donna Menhart regarding coder assignments for writing assessments.

Participate in ELO rubric training.

STEP 3: Essential Learning Outcome Assessment

Programs collect ELO assessment products for fall and spring courses.

STEP 4: Essential Learning Outcome Assessment

Submit ELO rubric reporting form and Closing the Loop for fall/spring courses to College ELO Assessment Coordinator by May 15th.

Identify programs participating in ELO assessment next year.