

ASSESSMENT REPORTING TIMELINE

Group 4

The assessment process for degree programs in Group 4 is displayed in the timeline below. Assessment reports for programs in Group 4 are due every two years in the spring of odd numbered years. All assessment reports are to be submitted in Assessment Plan Composer (APC) by **May 1st**.

| CYCLE 2 (Spring 2019 –Fall 2020) | | | | | | CYCLE 3 BEGINS (Spring 2021 –Fall 2022) |
|--|---|--|--|---|--|--|
| Spring 2019 | Summer 2019 | Fall 2019 | Spring 2020 | Summer 2020 | Fall 2020 | Spring 2021 |
| <ul style="list-style-type: none"> Collect assessment data and report results in APC | <ul style="list-style-type: none"> Collect assessment data and report results in APC | <ul style="list-style-type: none"> Collect assessment data and report results in APC | Collect assessment data and report results in APC | Collect assessment data and report results in APC | <ul style="list-style-type: none"> Collect assessment data and report results in APC (optional) | <ul style="list-style-type: none"> Collect assessment data and report results in APC |
| Schedule meeting(s) with relevant program parties to discuss assessment results from Cycle 1 | | <ul style="list-style-type: none"> Revise and resubmit Assessment Report in APC (if necessary) by <u>October 1st</u> | <ul style="list-style-type: none"> Draft assessment plan in APC & make changes (if necessary) | | Last term for data collection to be included in Cycle 2 | Schedule meeting(s) with relevant program parties to discuss assessment results from Cycle 2 |
| <ul style="list-style-type: none"> In assessment meetings, for each learning outcome, parties will.... <ol style="list-style-type: none"> Review results Determine what impact(s) results have on student learning outcomes Recommend changes to curriculum or assessment measures Consider implications | | | <ul style="list-style-type: none"> Draft and/or Update assessment Plan by <u>February 1st</u> in APC. The following assessment plan components should be entered: <ol style="list-style-type: none"> Program Mission Program Goals Program Curriculum Learning Outcomes Assessment Measures Assessment Criteria | | | <ul style="list-style-type: none"> In assessment meetings, for each learning outcome, parties will.... <ol style="list-style-type: none"> Review results Determine what impact(s) results have on student learning outcomes Recommend changes to curriculum or assessment measures Consider implications |
| <ul style="list-style-type: none"> Use the information gathered in meetings for items a-d above to complete the “Use of Results” section in APC For each learning outcome | | | <ul style="list-style-type: none"> Complete Annual Learning Outcomes Update Survey by <u>February 15th</u> | | | <ul style="list-style-type: none"> Use the information gathered in meetings for items a-d above to complete the “Use of Results” section in APC for each learning outcome |
| <ul style="list-style-type: none"> Submit Assessment Report for Cycle 1 by <u>May 1st</u> in APC | | | | | | <ul style="list-style-type: none"> Submit Assessment Report for Cycle 2 by <u>May 1st</u> in APC Complete Assessment Actions Survey by <u>May 15th</u> |