

ACADEMIC ASSESSMENT PLAN TIMELINE (July 2010 update)

Summer – Fall 2010

June 2010

- Re-write Standard 14 -- Carroll
- Write monitoring report – 1st draft 6/30/10 – Carroll/Snyder/Sargent

July 2010

- Assessment Committee planning meeting – 7/13 –review results of committee assessments to use for planning fall Professional Development workshops; review and revise monitoring report
- Final Monitoring Report Due to President – 7/30/10 – Carroll/Snyder/Sargent

August 2010

- All course outline revisions and program goals will be documented, electronically accessible, and faculty ready for fall course assessments. Carroll/Snyder/Morse/Sargent.
- August 20th – Professional Development Day – faculty workshop on preparing for fall assessment; team visit; ascertain desired topics for workshops; assess the assessment; check that all “p” program courses are assessed annually

September 2010

- Sept. 1st -- Final Report Due to Middle States
- Sept. -- Assessment Committee Meeting – Visit preparation; Schedule topics for workshops: developing effective rubrics, building quality objective tests, assessing using qualitative measures, assessment best practices... (use feedback from Assessment Day)
- Program Review Curricula assigned. Associate Deans.
- Prepare catalog changes on on-going basis
- Week of Sept. 27th – Team visit

October 2010

- Oct. --Assessment Committee Meeting – Review and update Handbook; plan PD day
- Oct. --GEAR Group Meeting – New requirements; changes for GENED assessment on campus...
- Oct. -- Division Meeting – Budget prep based on program resources budget forms; check that all “p” program courses are assessed annually

November 2010

- Nov. -- Assessment Committee Meeting – Research PD options for outside presenters
- Nov. -- Division Meeting – Assessment issues?
- Nov. -- Professional Development Day – Discussions on proposed program actions?/Team Visit Report?

December 2010

- Dec. -- Assessment Committee Meeting –
- TBD -- Division Meeting – Assessments checked off on division final check list
- Dec. -- MSCHE Annual Convention – Philadelphia – Assessment Committee Co-Chairs

Spring – Summer 2011

January 2011

- Jan. -- Assessment Committee Meeting –
- Jan. --Assessment Day (CTL conversations from Fall) – Faculty report on assessment stories
- Jan. -- Division Meeting --

February 2011

- Feb. --Assessment Committee Meeting –
- Feb. -- Division Meeting --

March 2011

- Mar. --Assessment Committee Meeting –
- Mar. -- Division Meeting --

April 2011

- Apr. --Assessment Committee Meeting –
- Apr. -- Division Meeting --

May 2011

- May --Assessment Committee Meeting –
- May -- Division Meeting --
- May -- Assessment Day -- CTL on Spring Assessments -- PLO and ILO review

Summer 2011

- Professional development – AIRPO Annual Convention

Fall 2011 – Spring 2012

August 2011

- August – Professional Development Day – faculty workshop on preparing for fall assessment; planned per feedback from last PD Day

September 2011

- Sept. -- Assessment Committee Meeting – Schedule topics for workshops: developing effective rubrics, building quality objective tests, assessing using qualitative measures, assessment best practices... (use feedback from Assessment Day)
- Program Review Curricula assigned. Associate Deans.
- Prepare catalog changes

October 2011

- Oct. --Assessment Committee Meeting – Review and update Handbook; plan PD day

- Oct. --GEAR Group Meeting – New requirements; changes for gen ed assessment on campus?
- Oct. --Division Meeting – Budget prep based on program resources budget forms; check that all “a” & “p” program courses are assessed annually

November 2011

- Nov. -- Assessment Committee Meeting – prepare PD workshop
- Nov. -- Division Meeting – Assessment issues?
- Nov. -- Professional Development Day – Topics based on assessments

December 2011

- Dec. -- Assessment Committee Meeting –
- TBD -- Division Meeting – Assessments checked off on division final check list.
- Dec. -- MSCHE Annual Convention – Philadelphia – Assessment Committee Co-Chairs, plus 3 attending

January 2012

- Jan. -- Assessment Committee Meeting – Plan PD Day / Discussion for PRR
- Jan. -- Faculty Return for Spring Semester -- Professional Development Assessment Day

February 2012

- Feb. --Assessment Committee Meeting –
- Feb. -- Division Meeting --

March 2012

- Mar. --Assessment Committee Meeting –
- Mar. -- Division Meeting --

April 2012

- Apr. --Assessment Committee Meeting –
- Apr. -- Division Meeting --

May 2012

- May --Assessment Committee Meeting –
- May -- Division Meeting --
- May -- Assessment Day -- CTL on Spring Assessments -- PLO and ILO review

SUMMER – FALL 2012

Summer 2012

- Professional development – AIRPO Annual Convention
- Assessment Committee Planning for PDD

August 2012

- MSA Conference
- Professional Development Day

September 2012

- Assessment Committee Meeting
- Division Meeting

October 2012

- Assessment Committee Meeting
- Division Meeting

November 2012

- Assessment Committee Meeting
- Division Meeting
- Nov. - Professional Development Day

December 2012

- Assessment Committee Meeting
- Division Meeting
- Professional Development planning for Jan.