

Assessment Calendar 2020-2021

important deadlines in bold

Summer '20	
7/1/20	Administrative Assessment Report Templates for 19-20 available
8/15	Administrative Supervisors approve Report Templates
	OIAE reviews completed templates
8/15	General Education: IAE completes and emails General Education Plan for 20-21 AY
Fall Semester	
9/1	Academic, General Education: Academic departments meet, review upcoming discipline and gen ed assessment
9/1	General Education: Chairs and OA coordinate General Education Assessment for fall 20
9/1	Administrative: Coordinators meet with unit / supervisors as needed to discuss review mission, goals, and upcoming assessment plan
9/1-9/15	General Education: instructors of assessed courses to meet to discuss assignments, rubrics
9/15	Academic OA: Updated changes to assessment mission, goals, and 19-20 plan due in PC
9/15	Administrative OA: Updated changes to assessment mission, goals, and 19-20 plan in PC
9/25	Meetings for NEW OA coordinators – introduction/refresher for Performance Cloud
10/1ff	Individual meetings with IAE as desired
10/1	Administrative: all OA templates AY19-20 FINAL in Performance Cloud
10/1	Academic: all OA templates for AY19-20 FINAL in Performance Cloud
10/1	Academic: Chairs approve Report Templates
10/1-11/1	Workshops for Administrative and Academic OA coordinators
11/15	General Education: instructors of assessed courses to meet as desired to discuss evaluation
12/1	Administrative, Academic OA: read through plans for spring; if fall data was gathered, add to template
12/1	Suspension of Use of Performance Cloud****
12/10	General Education: data from all assessed courses due to IAE
Spring Semester	

1/10	General Education: IAE updates list of assessed courses for Spring 21
1/10	Administrative, Academic OA: coordinate data gathering and other assessment activities for spring
1/15	General Education: Chairs and OA coordinate course assessment for spring
1/15-1/31	General Education: instructors of assessed courses to meet to discuss assignments, rubrics
2/1-3/1	Workshops for Administrative and Academic OA coordinators
2/1	NEW Administrative and Academic Excel Templates available in CANVAS
4/15	General Education: instructors of assessed courses to meet as desired to discuss evaluation
5/1	Academic and Administrative OA: finalize spring data for assessment; begin writing report
5/1	General Education: data from all assessed courses due to IAE
Summer '21	
6/1-8/1	General Education: reviews of data completed by IAE as needed
7/1	Administrative Assessment Report Templates for 20-21 can begin
8/15	Administrative Supervisors approve Report Templates
	OIAE reviews completed templates
8/15	General Education: IAE completes and emails General Education Plan for 21-22 AY