

INSTITUTIONAL EFFECTIVENESS CALENDAR

Annual Improvement Process



JULY

Strategic Plan Quarterly Review Presentation (OIE)

End of Term - AUG 30

Results Analysis and Planning

Faculty meetings to review/discuss Academic Program (PROGRAM) assessment results for the previous academic year and formulate *action plans* for the upcoming year. (Chairs/Directors and Academic Program Assessment Coordinators, *Analyzed Results w/Evidence & Updated plans w/New Objectives*)*

Staff meetings to review and discuss Administrative Support Unit assessment results for the previous year and formulate *action plans* for the upcoming academic year. (Staff Directors and VPs, *Analyzed Results w/Evidence & Updated plans w/New Objectives*)*

Review Educational (EDUC) Support Unit assessment plans for the previous year and formulate *action plans* for the upcoming academic year. (Deans, Chair, School Directors, *Analyzed Results w/Evidence & Updated plans w/New Objectives*)*

Centers, Institutes and Specialized Testing Service Laboratories review and discuss Administrative Support Unit Assessment or Center results for the previous year and formulate *actions plans* for the upcoming academic year. (Center, Institute, and Lab Directors, *Analyzed Results w/Evidence & Updated plans w/New Objectives*)

SEPT 1 - DEC 5

Core Assessment Collection and Scoring

- Fall Term Core Assignment Collection (Select Core Courses, *Statistically Valid Sample*)
- Scoring of previous Spring Term Core Assignments (Core Scoring Teams, *Scored Artifacts*)

SEPT 1 - OCT 31

Internal Review

Academic Program; Educational Support Unit; Administrative Support Unit; and Centers, Institutes, and Specialized Laboratory Assessment Reports results and action plans are reviewed and comments forwarded to reporting unit point of contact. (College Assessment Review Committees, *Annotated Plans*)**

Administrative Support Unit Assessment Report results and action plans are reviewed and comments forwarded to reporting units point of contact (Division Assessment Review Committees, *Annotated Plans*)**

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* If criterion were not met, what can be done in the upcoming AY to meet the criterion? If the criteria or criterion were met, can the objective be inactivated and a new objective be developed or activated to focus efforts on other areas for improvement?

**This is a recommended best practice.

Parenthesis include (Responsible Party, *Output of Action*)

NOVEMBER 1ST

Data Entry

Academic Program Assessment (PROGRAM) Results and Action Plans submitted in Nuventive Improve. (Academic Program Assessment Coordinators, *Completed Nuventive Improve Data Entry*)

Administrative Support Unit (ADMIN) Results and Action Plans submitted in Nuventive Improve (Directors and VPs, *Completed Nuventive Improve Data Entry*)

College Educational Support Unit (EDUC) and Action Plans submitted in Nuventive Improve (Deans, *Completed Nuventive Improve Data Entry*)

Center, Institutes, and Specialized Testing and Service Laboratories Results and Action Plans submitted in Nuventive Improve (Center, Institute, and Lab Directors, *Completed Nuventive Improve Data Entry*)

DECEMBER 10TH

Core Assessment Results - Analysis Publication, Collection, and Scoring

- Publication of Previous Spring Core Assessment Results (OIE, *Core Assessment Report*)

JANUARY

Strategic Plan Quarterly Review Presentation (OIE)

JAN 15 - MAY 5

- Publication of Previous Spring Core Assessment Results (OIE, *Core Assessment Report*)
- Spring Term Student Core Assignment Collection (Select Core Courses, *Statistically Valid Sample*)
- Scoring of previous Fall Term Core Assignments (Core Scoring Teams, *Scored Artifacts*)

FEB 1 - MAR 1

Institutional Effectiveness and Student Learning Continual Improvement Actions

- Results and Action plans are updated in Nuventive Improve based on college and division review as required. (All, *Nuventive Improve plans and results are updated*)

MARCH

Strategic Plan Quarterly Review Presentation (OIE)

MAY 10

Core Assessment Results/ Analysis Published

- Publication of previous Fall Term Core Assessment Results (OIE, *Core Assessment Report*)

COLOR KEY

Academic Schools, Departments, & Programs

Administrative Divisions

Colleges

Centers, Institutes, and Specialized Laboratories