University Planning and Assessment
Important Dates for 2015-2016

September 30, 2015
2015-2016 Administrative/Educational Support and Community/Public Service Outcomes and Methods of Assessment Revised by Department Directors

All administrative and educational support departments have the opportunity to modify their mission, outcomes, and the methods of assessment. As the 2015-2016 assessment of outcomes begins, University Planning and Assessment assists in creating plans for improvement.

October 15, 2015
2015-2016 Administrative/Educational Support and Community/Public Service Outcomes and Methods of Assessment Revisions Reviewed and Approved by Unit Heads

Administrative and educational support departments submit 2015-2016 mission, outcomes, and methods of assessment revisions to their Unit Head for review and approval.

October 20, 2015
2015-2016 Administrative/Educational Support and Community/Public Service Outcomes Audited by University Planning and Assessment

Following Unit Head approval, Director of University Planning and Assessment audits mission statement, outcomes, and methods of assessment and makes recommendations to Unit Heads/Vice Presidents.

October 31, 2015
2015-2016 Administrative/Educational Support and Community/Public Service Outcomes and Methods of Assessment Audits and Revisions Reviewed and Approved by Vice Presidents

Following Unit Head approval and completion of audit reports of outcomes and assessment methods, Vice Presidents review audit results and approve outcomes and methods of assessment. Following outcomes approval, University Planning and Assessment assists departments in developing and implementing assessment methods.

January, 2016
President Announces 2017-2023 University Plan Development Process

Cabinet Members and their direct reports inform staff of the beginning of a new planning cycle and encourage participation and feedback.
February 5, 2016  

**2014-2015 Annual University Plan Progress Review Due to University Planning and Assessment**

Divisions, colleges, and designated departments submit annual progress reports towards University Strategic Plan to University Planning and Assessment.

February, 2016  

**Formal 2017-2023 University Mission and Values Statement Review Process Begins**

University Planning and Assessment distributes mission statement review announcement and process to the university community. Feedback is funneled through colleges and divisions via academic and administrative departments and submitted to University Planning and Assessment. President appoints a committee to review feedback and create a new mission and values statement based on feedback.

March 1, 2016  

**2014-2015 University Plan Progress Report Completed**

University Planning and Assessment submits progress report to the President’s Cabinet for approval. The report is then placed on the University Web site for view by the university community.

March, 2016  

**Review and Approval of 2017-2023 University Mission and Values Statement**

President’s Cabinet reviews the proposed mission and values statement and provides final approval for submission to the Board of Regents.

March-April, 2016  

**2017-2023 Internal and External Environmental Scan Review**

A designated committee comprised of key stakeholders drafts potential environmental impacts specific to colleges and divisions and submits them to University Planning and Assessment. A draft merged document is submitted to the President’s Cabinet for final approval.

May-June, 2016  

**2017-2023 Initial Review of Draft University Goals and Initiatives by President’s Cabinet**

Using the environmental scan and mission statement as guides, University Planning and Assessment drafts potential goal statements and initiatives for review by the President’s Cabinet at its annual planning retreat.

July 15, 2016  

**2015-2016 Administrative/Educational Support and Community/Public Service Outcomes Results, Action Plans, and Evidence of Improvement Reported by Department Directors**
All administrative and educational support departments report outcomes results, develop action plans for further improvement, and provide evidence of service improvement.

**July 31, 2016**

2015-2016 Administrative/Educational Support and Community/Public Service Outcomes Assessment Results from Reporting Departments are Reviewed and Approved by Unit Heads.

Administrative and educational support departments submit 2015-2016 assessment results to their Unit Head for review and approval.

**August 7, 2016**

2015-2016 Administrative/Educational Support and Community/Public Service Outcomes Assessment Results Audited by University Planning and Assessment

Following Unit Head approval, Director of University Planning and Assessment audits results, action plans, and evidence of improvement and makes recommendations to Unit Heads/Vice Presidents.

**August 14, 2016**

2015-2016 Administrative/Educational Support and Community/Public Service Outcomes Assessment Results and Audits Reviewed and Approved by Vice Presidents

Following Unit Head approval and completion of audit reports of results, action plans, and evidence of improvement, Vice Presidents review audit results and approve results reports.