University Planning and Assessment
Important Dates for 2018-2019

September 30, 2018  2018-2019 Administrative and Academic/Student Support Service Outcomes and Methods of Assessment Revised by Department Directors

All administrative and academic/student support departments have the opportunity to modify their mission, outcomes, and the methods of assessment. As the 2018-2019 assessment of outcomes begins, University Planning and Assessment assists in creating plans for improvement.

October 15, 2018  2018-2019 Administrative and Academic/Student Support Outcomes and Methods of Assessment Revisions Reviewed and Approved by Unit Heads

Administrative and academic/student support departments submit 2018-2019 mission, outcomes, and methods of assessment revisions to their unit head for review and approval.

October 20, 2018  2018-2019 Administrative and Academic/Student Support 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, 2018  2018-2019 Administrative and Academic/Student Support 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.

December 17, 2018  2017-2018 Annual University Plan Progress Review Due to University Planning and Assessment

Divisions, colleges, and designated departments submit annual progress reports towards 2017-2023 University Strategic Plan to University Planning and Assessment.
January 15, 2019  
2017-2018 **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 Plan website for view by the university community.

May 15, 2019  
2018-2019 **Administrative and Academic/Student Support Outcomes** Results, Action Plans, and Evidence of Improvement Reported by Department Directors

All administrative and academic/student support departments report outcomes results, develop action plans for further improvement, and provide evidence of service improvement.

June 1, 2019  
2018-2019 **Administrative and Academic/Student Support Outcomes** Assessment Results from Reporting Departments are Reviewed and Approved by Unit Heads.

Administrative and academic/student support departments submit 2018-2019 assessment results to their unit head for review and approval.

June 8, 2019  
2018-2019 **Administrative and Academic/Student Support 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.

June 15, 2019  
2018-2019 **Administrative and Academic/Student Support 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.