

# **2020 – 2021 Academic Assessment Calendar**

## **The Academic Assessment Year Runs September 1 – August 31**

**Note: This calendar is for core and program academic assessment.**

### **Academic Assessment work to be completed by:**

#### **August 2020**

**19<sup>th</sup>:** By this date **Academic Program faculty** should

- Ensure all Core Course and Program academic assessment findings for the just ending 2019-20 academic assessment year have been entered into Weave as scheduled. **Note:** Fall 2019 finding should have been entered by the end of January 2020 and Spring 2020 should have been entered by the end of May 2020.
- Ensure there are written Fall 2019 and Spring 2020 semester updates in the description of each action plan in your Core Course and Program Weave assessment plans. These updates should have been completed at the end of the Fall and Spring semesters. These action plans and their updates should have detailed descriptions of the specific assessment findings that led to the creation of the action plan, all the elements of the action plan, what has been specifically done/achieved as a result of the action plans, and, if available, what your follow up assessment findings have shown you about whether or not your action plan was successful and what you will be doing as a result. Where appropriate, the status of the action plans (planned, in-progress, complete) should be updated.

## August 2020 (continued)

- 31<sup>th</sup>:** By this date **Academic Program faculty** should have held a pre-semester academic assessment program meeting at which they **collaboratively:**
- Reviewed their Core Course and Program academic assessment findings and action plans for the just ending 2019-20 academic assessment year,
  - Discussed the Program's overall assessment plan (including mission, goals, objectives, measures, targets, findings, action plans, course map, and sustainability map),
  - Cloned their 2019-20 Weave assessment project for each of their Core Course and Programs to create a 2020-21 Weave assessment project,
  - Entered any changes into their new 2020-21 Weave assessment project, including selecting Supported Initiatives for their Outcomes, entering any newly created action plans, and copying over rubrics and maps,
  - Marked their new 2020-21 project's status as "Complete" once the above work is finished to indicate the program is ready for review by the General Education and Academic Assessment Committee, and
  - Ensured that all program faculty are clear on their assessment data gathering and action plan responsibilities for the coming year.

## September 2020

- 1<sup>th</sup>:** The **General Education and Academic Assessment Committee** begins its annual review of academic programs and core courses previous year's assessment results and current year's assessment plans.

## October 2020

- 2<sup>nd</sup>:** The **General Education and Academic Assessment Committee** completes its annual review of academic programs and core courses previous year's assessment results and current year's assessment plans.

- 9<sup>th</sup>: By this date **Deans** review and discuss Academic Programs' *action plans and analysis* for the year just ended and the current year with department heads/program leaders.
- 16<sup>th</sup>: **Academic Program faculty** complete revisions to their assessment plans based on the General Education and Academic Assessment Committee's feedback.
- 30<sup>th</sup>: The **General Education and Academic Assessment Committee** completes follow-up reviews of academic programs and core courses assessment plan revisions.

#### November 2020

- 30<sup>th</sup>: The **Associate Dean for Curriculum and Assessment** completes an annual academic assessment summary report.

#### January 2021

- 16<sup>th</sup>: By this date **Academic Program faculty** should
- Enter all Core Course and Program academic assessment findings for the just ending Fall 2020 semester into Weave.
  - Ensure each Core Course and Program action plan in Weave has a written Fall 2020 semester update of progress made on the action plan in the Fall 2020 semester and activity anticipated on the action plan in the Spring 2021 semester. These action plan updates should be detailed about what specific assessment findings led to the creation of the action plan, what the action plan is, and what has been specifically done/achieved as a result of the action plans. Where appropriate, the status of the action plans (planned, in-progress, completed) should be updated.
  - Ensure that all program faculty are clear on their Core Course and Program assessment data gathering and action plan responsibilities for Spring 2021 semester.
  - **Collaboratively** review the status of the program based on assessment findings and action plan activity.

#### March 2021

- 8<sup>th</sup>: The **General Education and Academic Assessment Committee** completes mid-year holistic review of academic programs' assessment plans

## May 2021

**31<sup>st</sup>:** By this date **Academic Program faculty** should

- Enter all Core Course and Program academic assessment findings for the just ending Spring 2021 semester into Weave.
- Ensure each Core Course and Program action plan in Weave has a written Spring 2021 semester update of progress made on the action plan in the Spring 2021 semester and activity anticipated on the action plan in the Summer 2021 semester. These action plan updates should be detailed about what specific assessment findings led to the creation of the action plan, what the action plan is, and what has been specifically done/achieved as a result of the action plans. Where appropriate, the status of the action plans (planned, in-progress, completed) should be updated.
- Ensure that all program faculty are clear on their assessment data gathering and action plan responsibilities for Summer 2021 semester.
- **Collaboratively** review the status of the program based on assessment findings and action plan activity and begin planning for the 2021-22 academic assessment year.

## August 2021

**18<sup>th</sup>:** By this date **Academic Program faculty** should

- Enter all Core Course and Program academic assessment findings for the just ending 2020-21 academic assessment year into WEAVE.
- Ensure there are written Fall 2020 and Spring 2021 semester updates in the Core Course and Program WEAVE assessment plan. These action plan updates should be detailed about what specific assessment findings led to the creation of the action plan, what the action plan is, and what has been specifically done/achieved as a result of the action plans. Where appropriate, the status of the action plans (planned, in-progress, on-hold, completed) should be updated.