

Assessment Timeline 2019-2020

| Task | Fall Date | Spring Date | Responsible |
|--|--|---|--|
| SLOAC presents at least one Flex Day workshop. | Flex Days (late August) | Flex Days (late January or spring date) | SLOAC Chair/Coordinators |
| SLOAC Coordinators provide updated google docs reflecting assessment completion within three year cycle, links to assessment tutorials, expected timelines | September | January | Coordinators |
| Deans discuss overall assessment status, plans, and current term's ILO assessment. | Flex Days Division Meeting (late August) | Flex Days Division Meeting (late January) | DIV I , II , III Deans |
| Departments discuss assessment results from last term as well as this term's department assessment plan. Chairs announce deadline and expectations for completing assessments. | Flex Days Department Meeting (late August) | Flex Days Department Meeting (late January) | Chairs/Faculty |
| Chairs to submit department meeting assessment template to SLOAC committee. | Due no later than Sept. 30th. | Due no later than Fe. 28th. | Chairs |
| VPI sends beginning of semester announcement that includes reminder to start assessment plans. | First week of classes (late August) | First week of classes (late January) | VPI |
| SLOAC division coordinators email all faculty completing assessments to offer support; SAO coordinator contacts point person in each area. | September | February | SLOAC Div Coords/SAO Coord |
| ILO Coordinator contacts faculty teaching courses mapped to current term's ILO; asks for participation in discussions. | September | February | ILO Coordinator |
| Chairs confirm PLO assessment plans at a department meeting. | October/November | March/April | Chairs/Faculty |
| ILO Coordinator holds introductory lunch to discuss ILO assessment assessment plans. | October | March | ILO Coordinator/Faculty/C hairs/Specialist |
| Faculty complete SLO assessments and enter into CurriQunet. | October-December | March-May | Faculty/SLOAC Div Coord |
| VPI sends reminder about SLO and PLO assessments in mid-semester email; VPSS sends reminder to departments about SAO assessments. | October | March | VPI/VPSS |
| SLOAC sends final email reminders about all assessments; offers help, examples, and resources | December | May | SLOAC |
| ILO coordinator holds second lunch/summit meeting to discuss ILO assessment results and action plans. | December | May | ILO Coordinator/Faculty/C hairs |
| SLOAC plans next year's Flex Day and ILO activities. | December | May | SLOAC Coords |
| All SLO assessments due in CurriQunet | Grade Roster due date | Grade Roster due date | Faculty/Coord |
| All PLO assessments due | Grade Roster due date | Grade Roster due date | Chairs/Faculty |
| VPI follows up with faculty who have not entered assessment plans | December-January | May-June | VPI |