



**ALABAMA STATE
UNIVERSITY**

2019-2020 ASSESSMENT CYCLE CALENDAR for EDUCATIONAL PROGRAMS & GENERAL EDUCATION

Time Frame	Activity	Responsible Individual(s)	Due Date
August 2019 <i>Review</i>	Assessment Committee will meet to discuss goals for systematic improvement <ul style="list-style-type: none"> Review prior year's assessment cycle to address findings for continuous improvement 	Assessment Committee Members	August 31, 2019
September 2019 <i>Goals and Student Learning Outcomes</i>	Review Goals and Student Learning Outcomes Conduct review of goals and Student Learning Outcomes.	Deans, Department Chairs and Faculty	
October 2019 <i>Assessment Plan Development</i>	The following information should be entered into LiveText: <ul style="list-style-type: none"> Program Mission Program Goals Student Learning Outcomes Two Assessment Measures for each objective (Total of six) Criteria for Success for each assessment measure to determine the level of success for each outcome (Total of six) 	Deans, Department Chairs and Faculty	Information submitted in LiveText by October 31, 2019
November 2019 <i>Preliminary Review</i>	Preliminary review of established goals and objectives Review team will provide feedback and guidance for preliminary information entered into LiveText. [Report authors should begin data collection in the interim.]	Assessment Review Team	Comments provided by November 15, 2019
May 2020-July 2020 <i>Complete Assessment Report (Data Collection, Analysis and "Closing the Loop")</i>	Assessment Report: Collect and analyze assessment data from direct assessment measures administered. The data collection process is inclusive of information gathered during the Fall, Spring, and Summer Terms. Upon collection of data, units will be required to "Close the Loop" by entering findings for each criteria for success. The evaluation of data should be specific as they relate to making a connection to the achievement of student learning and identifying gaps. Department chairs and faculty should collaboratively review data collected and discuss the results and strategies for improving student learning. Where achievement targets are not met , a plan of action is required. Although achievement targets are met, student learning outcomes should be assessed for at least three consecutive years.	Deans, Department Chairs and Faculty	Information submitted in LiveText by July 31, 2020
August 2020 <i>Audit and Evaluation of 2019-2020 Assessment Reports</i>	Audit and Evaluation of Assessment Reports: Using a customized rubric, the IE Committee will review assessment reports and will provide feedback on each element required in the development of a report. Comments will be made accessible in LiveText.	Assessment Review Team	Feedback available by August 14, 2020

Consultations and assessment-related workshops will be offered throughout the year.

Please consult the IE Professional Development schedule at www.alasu.edu/administration/professional-development.