

FAMU Office of University Assessment Calendar

2019-2020

August 14-25	Discuss assessment results (IP, ADESU, ESS)
August 15-26	Assessment Review and Training Sessions (contact the OUA to schedule)
August 15	<ul style="list-style-type: none"> • Discuss previous year's assessment results for meaning and make necessary changes • Develop an action plan to implement changes and report it in "Step 5" of the previous year's assessment report • Determine upcoming year outcomes and outcomes from previous years that need reassessment • If necessary, update curriculum map, policies, and/or procedures to reflect changes. • Review course syllabi as necessary and update to include learning outcomes reflecting changes (IP) • All faculty members submit course syllabi to document updates and changes (IP) • Submit department meeting minutes to show that assessment has been discussed
August 15	<ul style="list-style-type: none"> • Implement and monitor planned assessment activities for the Fall semester • Update documentation and evidence to support activities
September 1	<ul style="list-style-type: none"> • Begin September's Assessment Milestone (IP, ADESU, ESS) • Prepare previous year's assessment report • Develop upcoming year assessment plan based on previous assessment results and strategic plans
September 1	Finalize assessment results, needed changes, and action plans (IP, ADESU)
September 15	2018-2019 Assessment Reports due (submitted in LiveText)
October 15	2019-2020 Assessment Plans due (submitted in Nuventive)
November 1	Begin November's Assessment Milestones (IP, ADESU)
January 3	Begin January's Assessment Milestones (IP, ADESU, ESS)
January 9	Review Fall Results/Plan. Make needed adjustments (IP, ADESU, ESS)
January 31	<ul style="list-style-type: none"> • Collect and analyze Fall assessment results • Make necessary changes, if any, based on Fall results • Implement Spring assessment activities • Submit department meeting minutes to show that assessment has been discussed
April 1	Begin April's Assessment Milestones (IP, ADESU, ESS)
April 30	<ul style="list-style-type: none"> • Collect and analyze spring assessment results • Compile and analyze reassessment results of previous years' outcomes that needed to be reassessed • Arrange a site visit for the Office of University Assessment to discuss progress of Assessment Milestones and, if necessary, needed corrective actions • Update documentation and evidence to support activities
June 1-30	Summarize and analyze assessment results
July 1-31	<ul style="list-style-type: none"> • Develop recommendations for improvement • Develop implementation and action plan based on recommendations
July 20-31	Discuss assessment results (DLAC, SLAC, CLAC)