

## Assessment Calendar

MONTH	General Education Program Counsel	Faculty	Co-Curricular Staff	Assessment Committee
AUG	<ul style="list-style-type: none"> <li>Select &amp; modify rubrics to be used in the upcoming cycle</li> </ul>	<ul style="list-style-type: none"> <li>Select assessment(s) to generate artifacts</li> <li>Specify rubric, SLO &amp; expected level of achievement for each assessment</li> </ul>	<ul style="list-style-type: none"> <li>Identify Student Learning Outcomes &amp; create or update assessments, collection methods, &amp; timeline.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure that all departments scheduled to participate in the current year's cycle are informed of process &amp; expectations.</li> </ul>
SEP		<ul style="list-style-type: none"> <li>Administer assessments &amp; collect artifacts</li> </ul>	<ul style="list-style-type: none"> <li>Have a clear plan for administering assessments on a rolling basis or at a set point in the semester</li> </ul>	<ul style="list-style-type: none"> <li>Check in with those participating in or coordinating assessments.</li> </ul>
OCT	<ul style="list-style-type: none"> <li>GEP sign in</li> </ul>			