ECC Assessment Timelines 2014-2015

Tasks for Academic Programs

Month	CIMT	CMGT	SMFG	ABET Programs
9/2014	1. Complete assessment rubric 2. Collect data retroactively 3. Embed assessment instruments in courses 4. Complete Annual Program Review report 5. Review last status conversion report to Chancellor's Office 6. Review CO's letter for additional data (**due 2/2015**) 7. Coordinate with external experts for CIMT evaluation **8. Complete APAR & APASU**	1. Complete assessment rubric 2. Collect data retroactively 3. Embed assessment instruments in courses 4. Review last ACCE report & request for 1st-year report 5. Review ACCE report for required items in 2nd-year report (**due Dec 1st**) & collect materials **6. Complete APAR & APASU**	1. Complete assessment rubric 2. Collect data retroactively 3. Embed assessment instruments in courses 4. Review last report to ATMAE 5. Review 2014 ATMA report & required items in 2-year accreditation report (**due 2016**) **6. Complete APAR & APASU**	1. Review previous ABET report 2. Review 2014-15 ABET manuals 3. Review previous ABET self-study report **4. Review ABET Criteria and Evaluator worksheets** 5. Distribute ABET faculty resume template to collect later 6. Summarize previous outcome measurement data in rubric 7. Start collecting course syllabi & student work samples for ABET visit 8. Document curricular changes since last ABET visit **9. Complete APAR & APASU**
10/2014	1. Conduct embedded outcome assessments & collect data 2. Program evaluation by external experts	1. Conduct embedded outcome assessments & collect data 2. Draft ACCE interim report	1. Conduct embedded outcome assessments & collect data	1. Work on 2014-15 self-study report (**due 7/1/2015**)
11/2014	1. Receive program evaluation reports from external experts 2. Collect assessment data	**1. 1st Draft ACCE 2nd-yesr report** **2. Complete and submit ACCE 2nd-yesr report by Nov. 25th** 3. Collect assessment data	1. Collect assessment data	1. Work on 2014-15 self-study report
12/2014	1. Collect assessment data from fall courses 2. Draft supplemental report	1. Collect assessment data from fall courses **2. Draft ACCE Self-Evaluation Study report**	1. Collect assessment data from fall courses	1. Collect all ABET course material and faculty resumes 2. Collect assessment data **3. Document curricular improvements based on outcome assessments**
1/2015	**1. Complete 1st draft CO report**	1. Integrate assessment data **2. Draft ACCE Self-Evaluation Study report**	1. Integrate assessment data	**1. Request for ABET campus visit** 2. Integrate assessment data **3. Complete 1st draft ABET self-study report**
2/2015	1. Start collecting embedded assessment data in spring-only classes **2. Complete and submit CO supplemental report by Feb. 20th**	1. Collect embedded assessment data in spring-only classes **2. Draft ACCE Self-Evaluation Study report**	1. Start collecting embedded assessment data in spring-only classes	1. Start collecting embedded assessment data and ABET student work samples in spring-only classes **2. Check compliance to ABET Criteria and Evaluator Worksheets**
3/2015		1. Collect embedded assessment data in spring-only classes **2. Draft ACCE Self-Evaluation Study report**		1. Revise ABET self-study report **2. Collect all ABET visit supporting material**
4/2015		1. Integrate assessment data **2. Draft ACCE Self-Evaluation Study report**		1. Revise ABET self-study report **2. Collect all ABET visit supporting material/CD**
5/2015	1. Collect embedded assessment data from spring courses	**1. Complete and submit Self-Evaluation Study report (5/15)** **2. Request for ABET campus visit**	1. Collect embedded assessment data from spring courses	1. Collect embedded assessment data from spring courses **2. Finalize and submit ABET self-study report/CD by May 29** **3. Complete all ABET binders** **4. Set up room for ABET visit review/display**

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