



3.2 Assessment Framework for Strategic Plan Initiatives

Annually, by the close of the Fall Semester (typically early December for Instructional Units and mid-January for Administrative Units), Unit Assessment Plans are completed and approved. Each assessment plan will have identified at least three (3) measurable outcomes that are linked to the College's Strategic Plan's initiatives. A report will be generated identifying: 1) Unit Name and Type; 2) Outcome and Target. This report will list all outcomes as applicable to each Strategic Plan initiative. Annually, the Planning and Assessment Council will meet to review, to determine the extent each Strategic Focus is being assessed, and make suggestions, if any, for future improvements.

At the end of the Academic/Fiscal Year (typically mid-May for Instructional Units and late June for Administrative Units), all Unit Assessment Plans will: contain detailed data (findings) for each outcome identified; show budget summaries (as applicable); include evidence of data collection (artifacts); include strategies for improvement based on results. Assessment Liaisons will meet to review all Unit Assessment Plans, and to develop strategies to support those Units that may not have completed the Assessment Cycle.

Additionally, Liaisons review documentation of findings and strategies based on included information. Planning units may update data (findings) and/or implementation strategies during this time. After the close of the Academic/Fiscal Year, a report will be generated identifying: 1) Unit Name and Type; 2) Outcome and Target; 3) Findings and Use of Results. This report will list all outcomes with related Findings and Use of Results as applicable to each Strategic Plan initiative. The Planning and Assessment Council will meet annually to review, to determine the extent to which each Strategic Focus is being assessed, the findings associated with these, and will determine strategies for global impact for overarching improvement, as well as how these may best be implemented.