

# 2019-2020 Course Assessment Cycle

ACTIVITY*	PURPOSE	CHECKPOINT**
<b>Master Course Syllabus Review</b>	To indicate any changes made to the Master Course Syllabus as a result of its review	October 31, 2019
<b>Assessment Plan</b>	To establish assessment methods and expectations for achievement of each course outcome	October 31, 2019
<b>[Implement Assessment Plan]</b>	To collect and analyze assessment results	Ongoing throughout Fall and Spring
<b>Fall Assessment Findings and Operational Plan</b>	To document assessment results from fall courses, make recommendations for continuous improvement, and establish action plans for following up with assessment findings	January 15, 2020
<b>Spring Assessment Findings and Operational Plan</b>	To document assessment results from spring courses and courses offered in both fall and spring, make recommendations for continuous improvement, and establish action plans for following up with assessment findings	June 30, 2020
<b>Status Report</b>	To document the status of each action item in the operational plan	Quarterly until completed

\*All activities except "Implement Assessment Plan" should be completed in Taskstream.

\*\*These are the dates when status reports will be run to monitor course assessment progress.