

ASSESSMENT ACTION PLAN
Prepared by AAHE/HLC Planning Team: Bruening, Clausen,
Hannah, Sarratore, Zubovic
June 2002

OUTCOME	STRATEGIES	WHO	WHEN	MILESTONES
A. Strengthened Assessment Infrastructure				Goal: Enhanced student learning through assessment
	1. Restructure Assessment Council			- new Assessment Council in place no later than Jan. 2003
	- Finalize proposal already approved by Assessment Council	Clausen/Sarratore	Summer 2002	
	- Implement department to school reporting schedule as detailed in SD 98-22	Departments	Fall 2002	
	- Appoint School reps to new Assessment Council	Deans	Summer 2002	
	- Revise appropriate Senate documents (SD 98-22 and SD 99-25)	Clausen	Ready for submission to EPC for Fall 2002 approval	
	2. Create and appoint Director of Assessment position			- new Assessment Director in place by August 2002

	- Develop position description	Hannah - review by VCAA staff and AOC	June 2002	
	- Issue call for nominees	Hannah - to current and former Assessment Council members	June 2002	
	- Appoint AD	Hannah	by August 2002	- AD in place
	3. Establish needed institutional assessment processes and supports	AD/ OAA	begin Summer 2002	- Clear statement of principles and processes developed and publicized
	- Processes to include: reporting, principles, overall framework, written materials, handbook, tie to planning/budgeting, recognition and rewards		develop during 02-03 began implementation 02-03 in place by summer 2003	
	- Supports to include: research support from IR, seed grants, external funding, space and secretarial support		develop during 02-03 began implementation 02-03 in place by summer 2003	

B. An Effective General Education Assessment Program/Process				Goal: Enhanced learning impact of GE Program
	1. Recast GE goals as learning outcomes	GE Ad Hoc Task Force (Bruening)	Summer 2002	- Well understood GE learning outcomes
	2. Develop GE assessment principles	GE Ad Hoc Task Force	Summer 2002	- Clear GE assessment process
	3. Appoint and charge Area Committees	GE Ad Hoc Task Force	Summer 2002	- Enhanced faculty involvement
	4. Support work of Area Committees	AD	begin Fall 2002	- Clear assessment measures
	- Refine and develop measures of GE learning outcomes	Area Committees with support from AD	Areas I-III, AY 02-03 Areas IV-VI, AY 03-04	
	- Report to Task Force	Area Committees	annual	
	- Implement measures	AD	Areas I-III, AY 03-04 Areas IV-VI, AY 04-05	
	5. Draft NCA Progress Report	Task Force - to be reviewed by GES and EPC	AY 03-04	- Progress Report completed

	6. Finalize ongoing assessment policies and processes	Task Force to GES and EPC	AY 03-04	- Strong GE assessment processes in operation
	- Implementation	AD and GES or Assessment Council	Begin AY 03-04	