

OIE REPORTING DEADLINES

Fall 2021 - Spring 2022



Office of
Institutional Effectiveness

August 15:

General Education course coordinators review documents and upload course coordinators report into Taskstream. It is expected that all semesters (Fall, Spring, and Summer) during an academic year are included.

September 15:

Chairs' authentication of General Education courses in Taskstream.

January 15:

General Education instructors teaching Fall General Education courses will submit the syllabi and assessment report to the course coordinator.

May 30:

General Education instructors teaching Spring General Education courses will submit the syllabi and assessment report to the course coordinator.

GenEd

General Education



ILC

Integrative Learning Core



August 15:

Instructors teaching summer ILC courses will complete and send the section-level data collection form to the course coordinator.

October 31:

Finalize 2020-21. Course coordinators will combine 2020-21 section-level data collection forms and upload into Taskstream. Departments need only to assess a majority of sections annually for each course; however, it is important that these sections be as representative as possible of all sections (and modalities) of the course, including those taught in the Summer or Intersession terms.

January 15:

Instructors teaching Fall ILC course sections will complete and send the section-level data to the course coordinator.

May 30:

Instructors teaching Spring ILC courses will complete and send the section-level assessment data to the course coordinator.

September 30:

Finalize 2020-21. Finalize the Student Learning Assessment Report (SLAR) by completing all reporting requirements in Taskstream (program mission, SLOs, assessment methodology, findings and analysis, and action plan).

Note: The 2020-21 SLAR will be the last report to be entered into Taskstream.

May 30:

Target completion date for the 2021-22 degree program SLAR reporting requirements to be entered into the new Planning & Self-Study system.

SL

Student Learning



SP

Strategic Planning



September 30:

Units Reporting to President or EVP & CFO: Finalize 2020-21. All strategic planning reporting requirements should be completed in Taskstream for the 2020-21 planning cycle, including: standing requirements (uploaded strategic plan, entered mission statement, indicated at least 3-5 priority objectives/outcomes) and all annual planning cycle elements (entered measures/targets and findings/use of findings for each priority objective/outcome).

October 15:

Units Reporting to EVP & Provost: Finalize 2020-21. All strategic planning reporting requirements should be completed in Taskstream for the 2020-21 planning cycle, including: standing requirements (uploaded strategic plan, entered mission statement, indicated at least 3-5 priority objectives/outcomes) and all annual planning cycle elements (entered measures/targets and findings/use of findings for each priority objective/outcome).

November 1:

2021-22 Planning Cycle in Taskstream is open and available for all planning units.