

# General Education Assessment

## Important Tasks and Dates

Year 1

### DATA COLLECTION

Fall Semester:

- Assessment update email: 09/01
- Data collection: 12/15

Spring Semester:

- Assessment update email: 01/15
- Data collection (optional): 05/06

Year 1  
Summer

### REPORT WRITING



Data analysis



Assessment report writing

Year 2

### RESULTS SHARING & ACTION PLAN

Fall Semester:

- Assessment update email: 09/01
- Results sharing

Spring Semester:

- Assessment update email: 01/15
- Action Plan: 04/01
  - reminder: 02/15
  - reminder: 03/15

Year 2  
Summer

### ACTION PLAN FEEDBACK



Collect feedback from college representative and GEIEC on action plan

Year 3

### ACTION PLAN IMPLEMENTATION

Fall Semester:

- Assessment update email (include action plan feedback): 09/01
- Action plan implementation

Spring Semester:

- Assessment update email: 01/15
- Action plan implementation

Year 4

### PROGRESS REPORT & ORIENTATION MEETING

Fall Semester:

- Assessment update email: 09/01
- Progress report: 11/01
  - Reminder: 10/01
  - Reminder: 10/15

Spring Semester:

- Assessment update email: 01/15
- Orientation meeting for the next assessment cycle