

University of Houston Clear Lake

Planning and Assessment

UHCL Assessment Schedule/Cycle Academic Year 2022-2023

August 2022-October 2022

Programs/Units

- Gather assessment data on the past academic year's outcomes: 2021-2022
- Interpret findings, summarize results, and develop action plan
- Report Results and Action Plan/Use of Results in assessment forms
- Use assessment results to improve assessment plan for new academic year: 2022-2023
- Update/modify Outcomes and Methods/Criteria for Success new academic year: 2022-2023

September 2022-October 2022

Planning and Assessment (OPA)

- Director will report bi-monthly status updates of all assessment plans to the
 - Sr. VP Academic Affairs/Provost and Assoc. VP Academic Affairs
 - All VPs and Deans

October 2022

Assessment Liaison/Supervisor Review

- Review assessment plans with programs/units
- Provide feedback to programs/units
- Approve plans for submission to Academic Planning and Assessment in Institutional Effectiveness
- Assessment Liaison/Supervisor and program/unit Contact will fill out UHCL Assessment Submission Form

Programs/Units Contact

The following are due October 15 to Planning and Assessment at Assessment@uhcl.edu:

- Submit completed 2021-2022 assessment plan forms
 - Submit Results
 - Submit Action Plan/Use of Results
- Submit 2022-2023 assessment plan for current year
 - Submit Mission Statement (only if you have revised or created new mission statement)
 - Submit Outcomes (only if you have revised or created new outcomes)
 - Submit Tier 2 Strategic Plan Objectives to which each outcome is mapped to
 - Submit Methods and Criteria for Success, 2022-2023
- Submit signed and approved Program/Unit Assessment Submission Form

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November 2022-December 2022

Planning and Assessment

- Review 2021-2022 Results and Use of Results and 2022-2023 Methods/Criteria for Success using defined/established rubrics
- Work with plan owners to improve plans as needed to meet SACSCOC's Principles of Accreditations and UHCL Assessment standards

Programs/Units

- After review by the OPA, revise 2021-2022 and 2022-2023 assessment plans as needed

January 2023

Planning and Assessment

- Provides Assessment Plan Review Reports to Deans/AVPs/Provost, Division Chairs and appropriate administrators, indicating overall status and evaluation of completed 2021-2022 assessment plans and 2022-2023 new/revised plans