



OFFICE OF ASSESSMENT

IMPORTANT DATES

As we close the academic year, we wanted to provide faculty with a list of upcoming events and deadlines pertaining to assessment.

MAY

- *May 23* - GEAC Rating Day, 9 a.m. - 3 p.m., MSU

SEPTEMBER

- *September 15* - Fall Assessment Day, Time TBD
- *September 29* - Program Annual Reports due for AY 22-23. Please see links on the right for templates and submission info.

JANUARY

- *January 17* - Spring Assessment Day, Time TBD

FEBRUARY

- *February 16* - Recommended Action Updates Due. Please see links on the right for templates and submission info.

SUBMITTING REPORTS

Below you will find links for reporting templates for both annual reports and recommended action updates. In order to maintain consistency in reporting, it is very important that you use these templates and submit the data as requested. If you have additional documents related to assessment, you may submit them in ADDITION to these templates. Please note that these are READ-ONLY files. You will need to download the template and save with your program name in the file name.

Last year quite a few of the reports were very late. Moving forward, it is essential that we adhere to all timelines. Please submit your reports by the deadline of September 29, 2023 so that the good work of all programs can be included in the Annual Academic Assessment Report for 22-23.

Report Templates

[Annual Report Template](#)
[Action Update Template](#)

College Submission Folders:

[College of Business](#)
[College of Education](#)
[College of Liberal Arts & Sciences](#)
[College of Visual & Performing Arts](#)

CONTACT US

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 MW 1-3 p.m.

Dr. Nicole McClure
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 W 12-2:30 p.m., Th 10-11 :30 a.m.