

Fall Semester Assessment Activities for CNSM Program

August	September	October		November	December		January
Distribute Fall term CNSM course outcomes maps					Receive Instructor Course Surveys & enter data into assessment spreadsheets	Enter results from surveys into assessment spreadsheets	
Review Annual Assessment Results -- CNSM Program Assessment Committee					Conduct CNSM Senior Exit surveys		

Spring Semester Assessment Activities for CNSM Program

January	February	March		April	May		
Distribute Spring term CNSM course outcomes maps	Request Alumni Info for CNSM 2yr/ 5 yr alumni	Establish & e-mail online surveys for 2 yr Alumni, 5 yr Alumni, & employers	Receive responses from surveys. Employers, 2yr, & 5 yr alumni		Receive Instructor Course Surveys & enter data into assessment spreadsheets	Enter results from surveys into assessment spreadsheets	Run assessment analysis results for review by CNSM Program Assessment Committee
		Receive results of University Advising Survey			Conduct CNSM Senior Exit surveys		

Responsibility Key

Responsibility of CNSM Program Coordinator

Responsibility of Administrative Assistant

Responsibility of both CNSM Program Coordinator & Administrative Assistant

Responsibility of both CNSM Ind. Empl. Liaison & Administrative Assistant

Responsibility of Capstone Instructor & CNSM Program Coordinator