**College of Business & Economics**

**New Assessment Plans/Revisions to Assessment Plans**

The CBE Assessment Committee approves initial assessment plans for new CBE programs and new CBE University Core courses as well as revisions to CBE assessment plans. Assessment plans are first approved by the department that houses the program/course and then submitted to the CBE Assessment Committee by the Department Chair.

**General Assessment Process**

**Spring:**

* The CBE Assessment Committee meets to review any system issues and changes
* Departmental Assessment Coordinators ensure data collection
* Assessment data posted to database by departments

**Fall:**

* CBE Assessment Committee reviews results of the spring assessment and verifies the effect of any instrument or program changes initiated in the previous fall semester.
	+ “Closing-the-Loop” forms are distributed to departments/committees by department representatives.
	+ Completed “Closing-the-Loop” forms must be returned to the AC along with any new instruments, rubrics, etc. These will be reviewed by the AC.
* CBE Assessment Committee members will meet with and provide information to the Administrative Council, CBE Curriculum Committee, Learning Excellence, Student Leadership Council and any interested parties to review the spring semester assessment results and to garner feedback from interested parties.

