

Final DRAFT
Waiting for Approval

Columbus State University
College of Education and Health Professions (COEHP)
Operational Calendar for Assessment, Accreditation, and Other Reporting (2019 – 2020)

Responsible Departments / Positions

Fall Semester –August - December													
Assessment and Reporting Activity	Due Date	Dean and/or Executive Council	Associate Dean for Assessment & Accreditation	Associate Dean for Education	Associate Dean for Health Professions	CAEP Coordinator / Standard Leads and Assistant Leads	Department Chairs	Program Coordinators	Tk20 Coordinator	Faculty	Center for Quality Teaching & Learning	CSU Advise	Centers
<u>CACREP Reporting</u> Accreditation for the Counselor Ed Programs	Due Date Nov.	S (Support / Resources)	S				R (Responsible Dept./ Position)	S	S				
<u>CAEP Reporting</u> Review CAEP Steering Committee Standards Work	On-going	S	S	S		R							
<u>CAEP Standards Reporting</u> CAEP Committee Standard Leads and Assistant Leads meetings	On-going	S	S	S		R	S	S	S	S	S		
<u>CAEP Standard 3 Internal Report</u> Prepare Ed-Prep GPA (3.0), CAEP Standard 3 ETS Report	On-going	S	S (ETS)			S			S		R		
<u>Conceptual Framework and Assessment</u> COEHP meeting discussions and reviews of handbook to discuss conceptual framework, which is part of the QAS (Chapters II and III)	On-going	R	S	S		S	S	S		S			
<u>Quality Assurance System (QAS)</u> Review and revise the QAS Handbook	On-going	S	R	S		S	S	S		S	S		
<u>CCNE</u> SON Accreditation Annual Report	Annual Reporting and Next Site Review 2025	S	S				R – Director of School of Nursing (SON)	S	S	S		S	

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SACS APR & IP Complete Annual Program Review and Improvement Reports for previous year (SACS)	July -August 2020 Assist. VP for Inst Assess	R	S	S	S		R-S	R	S	S			R
<u>Strategic Plan</u>	On-going	R	R Committee Co-Chair & Initiative Lead	S	R Committee Lead Initiative Lead		R Committee Co-Chair & Initiative Lead	S		S	S		S
<u>Surveys</u> Inductee and Employer Surveys (GaPSC) Review and Analysis	On-going	S	R	S	S		S	S	S	S			
<u>Other PPEM Measures</u> Review and Plans for Continue for Continuous Improvement	On-going	R-S	R-S	S	S		R-S	R-S		R-S			
<u>Title II</u> GACE Verification Period	Due Nov	S	R				S	S		S	TPMS Data Entry		
<u>US News and World Report</u> Ed-Prep Best Graduate Education Programs Ranking	Due Dec	s	R				S	S		S			

Note: Comprehensive Program Reviews 2020

*Please notify the Associate Dean for Assessment and Accreditation of all changes in reporting due dates at: miller_sallie@columbusstate.edu

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Spring Semester –January - May													
Assessment and Reporting Activity	Due Date	Dean and/or Executive Council	Associate Dean for Assessment & Accreditation	Associate Dean for Education	Associate Dean for Health Professions	CAEP Coordinator / Standard Leads and Assistant Leads	Department Chairs	Program Coordinators	Tk20 Coordinator	Faculty	Center for Quality Teaching & Learning	CSU Advise	Centers
<u>CAEP Annual Report</u>	Due April	R-S (Responsible & Support)	R-S				R-S Teacher Education, Leadership, & Counseling (TLC)	S		S			
<u>CAEP (GPA) Standard 3 Report</u> End-of-Semester Report	On-going	S	S			S	S		S		S		
<u>Department Chair Evaluations</u>	Due March	R											
<u>IPRC report</u>	Due April		R				S	S					
<u>NCLEX</u>	Due May	S	S				R Director, SON	S		S			
<u>SACS APR & IP</u> Complete Annual Program Review and Improvement Reports for previous year (SACS)	April 2020 Contact by OIR&E ...beginning of Process	R	S	S	S		R-S	R	S	S			R
<u>Strategic Planning</u>	Due March	R	R Committee Co-Chair & an Initiative Lead	S	R Committee Lead & an Initiative Lead		R Committee Co-Chair & Initiative Leads Dr. Peker & Dr. Condrey	S		S	S		S
<u>Surveys</u> Inductee and Employer Surveys (GaPSC) Review and Analysis	On-going	S	R	S	S		S	S	S	S			
<u>Other PPEM Measures</u> Review and Plans for Continue for Continuous Improvement	On-going	R-S	R-S	S	S		R-S	R-S		R-S			
<u>Title II</u> Resolution Period	Due Jan	S	R										
<u>Title II</u> Review and submit final Title II data	Due Feb	S	R										

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Summer Semester / Term –June – July													
Assessment and Reporting Activity	Due Date / Brief Comment	Dean and/or Executive Council	Associate Dean for Assess. & Accreditation	Associate Dean for Education	Associate Dean for Health Professions	CAEP Coordinator / Standard Leads and Assistant Leads	Department Chairs	Program Coordinators	Tk20 Coordinator	Faculty	Center for Quality Teaching and Learning	CSU Advise	Centers
<u>SACS APR & IP / Assist VP Inst Assess</u> Complete Annual Program Review and Improvement Reports for previous year (SACS)	Due June –	R	S	S	S		R-S	R	S	S			R

Note: Comprehensive Program Reviews 2020
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