Assessment Calendar COEHP Educator Preparation Columbus State University

	Completed By									
	Dean and/or Executive Council	Associate Dean of Assessment & Accreditation	NCATE/PSC Coordinator & Steering Committee	Department Chairs	Program Coordinators	LiveText Coordinator	Faculty	Ed Prep Standing Committees (including Assessment Committee)	SAFE Office	COEHP Assessment Committee
August-September										
Discuss assessment and conceptual framework at faculty planning meetings	X		X	X						
Complete Annual Program Review and Improvement Reports for previous year					X					
Review Educator Preparation Standing Committee Reports			X							
NCATE/PSC Steering Committee meets; charge given to Ed Prep Standing Committees			X							
MAP training for fulland part-time faculty				X						
Run LiveText field experience reports for fall and arrange alternative placements, as needed						X	X		X	
October-November										
Strategic Plan Assessment Ed Prop Standing	X							X		
Ed Prep Standing Committees meet and submit minutes								λ		

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Submit Educator Preparation Report P- 16 USG Completer Report (due 10-1)		X								
Complete Educator Preparation Fact Book and share with faculty (November)										X
Educator Preparation Unit Council meets to review data from previous year			X							
Submit Georgia Title II GACE report (due 11-15)		X								
Submit PAAR report (due 11-15)		X								
Submit Educator Preparation Report P-16 (due 11-15-12)		X								
December										
Submit MAP, GMAP, Dispositions data in LiveText							X			
Prepare field experience reports for fall (Field Experience Evaluations, Student Teaching and End-of- Program Evaluations)									X	
Run LiveText reports for fall (e.g., MAP, GMAP, Disposition)						X				

	Completed By									
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February										
Run LiveText field						X	X		X	
experience reports for										
spring and arrange										
alternative										
placements, as needed										
Program Advisory					X					
Councils meet and										
submit minutes		**								
Submit PEDS report		X								
Review Title II Data.		X								
Deadline for										
programs to accept										
data or submit revised										
Data Collection										
Worksheet.										
March			37							
Educator Preparation			X							
Unit Council meets				37						
Faculty Evaluations	37			X						
Department Chair Evaluations	X									
Submit NCATE			X							
Annual Report										
Strategic Planning	X									
Graduate and		X								X
Employer Surveys										
April										
Ed Prep Standing										
Committees meet to										
finalize annual report;										
submit minutes										
Strategic Planning	X									
Submit IPRC report		X								

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May										
Submit MAP, GMAP, Dispositions data in LiveText							X			
Submit recommendations for change to NCATE/PSC								X		
Steering Committee Complete Educator Preparation Standing Committee Reports								X		
Prepare field experience reports for spring (Field Experience Evaluations, Student Teaching Program Evaluations)									X	
June-July										
Run LiveText reports for spring (e.g., MAP, GMAP, Disposition)						X				
Collect aggregate candidate data from Office of Institutional Research & LiveText		X								
Report on Advising Evaluations									X	
Prepare Educator Preparation Fact Book										X