

**Timeline for Transition to Formalized & Systematic
Certification Program SLOs Assessment Implementation – Revised April 19, 2013**

Fall 2011	Spring 2012	Fall 2012	Spring 2013	Spring/Summer 2013	Fall 2013	Spring 2014	Fall 2014 – Spring 2015
<ul style="list-style-type: none"> ➤ Determine procedures for initiation of SLOs assessment of certificate programs ➤ Begin revision of TWU policies on graduate and UG certificate programs 	<ul style="list-style-type: none"> ➤ Continue revision of TWU certificate program policies ➤ Approval of revision of TWU Graduate certificate program policies 	<ul style="list-style-type: none"> ➤ Continue policy revision of SLOs assessment of UG certificate programs ➤ Development of certificate program Academic Institutional Improvement Assessment Plan (AIIAP) template 	<ul style="list-style-type: none"> ➤ Approval of revised TWU Undergraduate certificate program policy ➤ Develop and disseminate certificate program AIIAP template & <i>Guidelines for development...</i> 	<ul style="list-style-type: none"> ➤ April – official “roll-out” of <u>graduate</u> certificate program AIIAPs & implementation ➤ April-May-Conduct workshops/assist in development of certificate program AIIAPs if requested ➤ Certificate program faculty develop AIIAPs 	<ul style="list-style-type: none"> ➤ Certificate program coordinators submit AIIAPs to Director of Academic Assessment (DAA) by Sept. 2 ➤ Sept-Oct – Review & approval of certificate program AIIAPs by Director of Academic Assessment ➤ Initiate AIIAP assessments and data collection for tracking student performance on certificate program SLO(s) 	<ul style="list-style-type: none"> ➤ *Analyze, and interpret Summer/Fall 2013 SLO(s) data ➤ Formulate 1-2 programmatic or instructional data-driven changes to improve student learning specific to the SLO(s)* ➤ Certificate program coordinators submit first annual Academic Institutional Improvement Report (AIIR) to DAA by mid-March 2014 (tentative) ➤ Continue SLOs assessment & data collection 	<ul style="list-style-type: none"> ➤ *Certificate program faculty Implement programmatic or instructional changes based on SLO assessment data ➤ Continue SLOs assessment & data collection ➤ Track improvement in student learning after change implementation* ➤ Certificate program coordinators submit 2nd annual Academic Institutional Improvement Report (AIIR-CP) to DAA by mid-March 2015

***Note:** Certificate program faculty will not be expected to analyze data, interpret results, and implement 1-2 programmatic actions/changes until sufficient AIIAP data are available for a minimum of 20 certificate program students; although, an annual report (Academic Institutional Improvement Report-Certificate Program, AIIR-CP) will be submitted. This will ensure that data upon which changes will be implemented are reliable.