

# SSU Assessment Expectations for Non-Academic Units

Non-academic units (NAUs) must develop assessment plans and processes.

Assessment plans must articulate an ongoing cycle of assessment activities.

NAUs must:\*

- Specify programmatic goals and intended outcomes
- Identify student learning and service delivery outcomes
- Employ multiple measures and methods
- Develop manageable processes for gathering, interpreting and evaluating data
- Document progress toward achievement of goals and outcomes
- Interpret and use assessment results to demonstrate accountability
- Report aggregated results to respondent groups and stakeholders
- Use assessment results to inform planning and decision-making
- Assess effectiveness of implemented changes
- Provide evidence of improvement of programs and services

Student input should be incorporated into program improvement and policy development.

NAUs must employ ethical practices in the assessment process.

NAUs must have access to adequate fiscal, human, professional development, and technological resources to develop and implement assessment plans.

\*Adapted from the [Council for Advancement of Standards](#)

| <b>2019-2020</b>  |   |
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| <b>Upcoming Assessment Dates for Non-Academic Units</b> |   |
| May-July, 2019  | One-on One Meetings (We are working to establish our assessment processes with non-academic units this summer to identify baselines and set targets around unit goals and service delivery metrics) |
| August 08, 2019   | Assessment Day  |
| September 09, 2019                                      | Assessment Plans (SDOs and UOs) for the current AY due in the Assessment Management System (Campus Labs)  |
| November 7, 2019  | Assessment Day  |
| January 09, 2020  | Assessment Day  |
| April 09, 2020  | Assessment Day  |