

## AESS Annual Assessment Process (September through August)

Month	Task	Responsible Party
September	<ul style="list-style-type: none"> <li>• Submit draft 5-Year Annual Assessment Plan to the AESSAC.</li> <li>• Submit Annual Assessment Findings Report for the previous year’s assessment activities to the AESSAC.</li> </ul>	Divisions and Units
October	<ul style="list-style-type: none"> <li>• Submit draft 5-Year Annual Assessment Plan to the AESSAC. (continue)</li> <li>• Submit Annual Assessment Findings Report for the previous year’s assessment activities to the AESSAC. (continue)</li> </ul>	Divisions and Units
	*Provide feedback using rubric and/or face-to-face consultation session(s).	AESSAC
November	<ul style="list-style-type: none"> <li>• Submit final draft of next year’s 5-Year Annual Assessment Plan to the AESSAC. (continue)</li> </ul>	Divisions and Units
	*Provide feedback using rubric and/or face-to-face consultation session(s). (continue)	AESSAC
December	<ul style="list-style-type: none"> <li>• Finalize 5-Year Annual Assessment Plan</li> </ul>	Division and units AESSAC
	*Provide feedback using rubric and/or face-to-face consultation session(s). (continue)	AESSAC
January	<ul style="list-style-type: none"> <li>• Finalize 5-Year Annual Assessment Plan (continue)</li> </ul>	Division and units AESSAC
	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan</li> </ul>	Divisions and Units
	*Provide feedback using rubric and/or face-to-face consultation session(s). (continue)	AESSAC

February	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan (continue)</li> </ul>	Divisions and Units
March	<ul style="list-style-type: none"> <li>• Finalize 5-Year Annual Assessment Plan (continue)</li> </ul>	Division and units AESSAC
	*Provide feedback using rubric and/or face-to-face consultation session(s). (continue)	AESSAC
	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan (continue)</li> </ul>	Divisions and Units
April	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan (continue)</li> </ul>	Divisions and Units
	*Provide feedback using rubric and/or face-to-face consultation session(s). (continue)	AESSAC
May	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan (continue)</li> </ul>	Divisions and Units
June	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan (continue)</li> </ul>	Divisions and Units
July	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan (continue)</li> </ul>	Divisions and Units
August	<ul style="list-style-type: none"> <li>• Execute 5-Year Annual Assessment Plan (continue)</li> </ul>	Divisions and Units