

Calendar

Assessment Activity Planning for AES Units

Annual Assessment Cycle: Year 1	
by October	Finalize mission, goals and objectives
by December	Measures / Methods / Activities
by April	Collecting data
By July *	Analyzing the results / Next steps
By August	Executive Summary
Annual Assessment Cycle: After year 1	
By September	Plan the next cycle
by December	Measures / Methods / Activities
by April	Collecting data
by July*	Analyzing the results / Next steps
By August	Executive Summary
Periodic Review (after 4-6 Years) Summarizing annual plans. No annual assessment in the review year	
by December	Draft Report Summarizing 5 Years of Assessment Data
by February	Submit draft to OIRA, and VP
March	Submit report to External or Internal Reviewer
By May	Feedback from Reviewer
By August	Final Unit periodic report

*The date might change depending on when the results are expected

Units did not start their assessment process in the same year. While some units have had assessment plans for several years, the majority adopted a systematic process in 2018-19, and started submitting their annual assessment plans in 2019-20.