**Southern University at Shreveport**

**2016 – 2017 Institutional Effectiveness Planning and Evaluation Calendar**

The following represents the planning and evaluation activities pertaining to the effectiveness of Southern University at Shreveport. Items and dates are subject to change.

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| **Month→****Planning/****Evaluation Event ↓** | **July****2016** | **Aug.****2016** | **Sept.****2016** | **Oct.****2016** | **Nov.****2016** | **Dec.****2016** | **Jan.****2017** | **Feb.****2017** | **Mar.****2016** | **April****2016** | **May****2016** | **June****2016** |
| **Institutional Effectiveness Reporting** | IE Report to Chanc./ Leader. Team | Prepare IE Plans for AY | **IE Plan** Should be Submitted (15) | Finalize Plans based on Feedback |  | Review Mid-Year Results with Super. |  |  | Assessment Round-Up | IE MonthDivision Meeting to Discuss IE Rpt. | **IE Report** Due**Follow-Up** on Prior Yr. “Use of Results” (2015-2016) |  |
| **Strategic Planning** |  | Present Strategic Plan for Board Approval | Implement Strategic Plan |  | . |  | Mid-Year Reflections from Quality Mgmt. Teams |  |  |  |  | Report on First-Year Strategic Plan Results |
| **Program Review**  |  | Program Review Orientation based on Schedule | Program Review Work Begins |  |  | Program Review Cmte. Work Ends | Program Review Report Diss. To Cmte. & Ext. Rev. |  | Program Review Hearing/External Review | Program Review Hearing/External Review |  | Program Review Competed for Scheduled Programs |
| **Budgeting** | Perkins Budget App. & Diss. SUSLA BudgetApproved | Present Budget to BO Supers.Budget Entered Banner | Present Budget to BO RegentBudget Sub. to VC’s | Title III Budget Approve and Disseminated |  |  |  |  | Begin Budget Planning Engage in Planning Assessment | Hold Budget Hearing | Budget Hearing Contd.Planning & Priority Cmte. Meet | Prepare Budget |
| **Performance Evaluations**  |  | Unclassified Staff Performance Evaluations Due (31) | Planning Session (30) | Course Evaluations Administered |  | Course Evaluation Results Diss. (After Final Grades) |  |  |  | Faculty Evaluations (15)Classified Staff Evaluations (7) |  |  |
| **Institutional Climate/Student Life Assessment**  |  |  | Admin. Noel Levitz Survey | Administer Graduate Exit Survey | Administer Graduate Exit Survey | Administer Graduate Exit Survey | Administer Graduate Exit Survey | Administer Graduate Exit Survey | Admin. CCSSE |  |  |  |

**Abbreviated Word Legend (listed in the order in which they appear)**

Chanc.: Chancellor

Cmte.: Committee