ACCJC Outcomes Compliance: Spring 2025 Action Plan
For Department Chairs, DOCs, Faculty, Classified Professionals

02/11/2025 v11.00

1. **Ensure all CLOs are correctly listed on syllabi by April 30, 2025**
   - Follow the syllabus review process (contact your dean to learn more)
   - Work with your chairs, deans, and admin assistants based on the process in your school

2. **Ensure your CLOs and SSOs are consistent with the outcomes in Nuventive by April 30, 2025**
   - Nuventive houses the most up-to-date outcomes information.
   - No further CLO changes will be made until June 2026 (this is the new outcomes assessment cycle).
   - If there are discrepancies about CLOs, update the syllabi to ensure consistency with Nuventive CLOs.
   - If there are discrepancies about SSO, contact the faculty outcomes coordinator

3. **Assess your CLOs and SSOs, then enter assessment results by June 30, 2025**
   - Follow your department's assessment schedule.
   - We aim for 75% outcomes with results by June 30, 2025.

4. **Review assessment findings, plan for improvement, and enter the results into Nuventive – happen during FLEX Week in Spring 2025 and Fall 2025**
   - At the start of Spring 2025 and Fall 2025, host a department/school meeting to review assessment findings and plan for improvements. Provide additional support to faculty still needing to enter results.
   - After the meeting, enter a summary of the discussion in Nuventive under "Reflection and Action Plan"

02/11/2025 v11.00

Overall goal: ensure the progress and the completion of the *ACCJC Outcomes Compliance: Spring 2025 Action Plan*

Ongoing responsibilities: provide regular check-ins to faculty and classified professionals, provide regular updates to VP, dean of IE, and the faculty outcomes coordinator

1. **Ensure CLOs are correctly listed on syllabi by April 30, 2025**
   - By Feb 28: remind faculty, DOC, and department chair about syllabus compliance
   - By March 15: conduct a review of syllabi for CLO accuracy and provide feedback as needed
   - By April 30: confirm the completion status with the VP, the dean of IE, and the faculty outcomes coordinator

2. **Ensure CLOs and SSOs are in alignment with Nuventive by April 30, 2025**
   - By March 15: remind faculty, DOC, and department chair to use outcomes from Nuventive in their syllabi.
   - By April 30: ensure that CLO discrepancies are adjusted on syllabi and SSO discrepancies are reported to the faculty outcomes coordinator.

3. **Ensure Spring 2025 assessments are completed and results are entered into Nuventive by June 30, 2025**
   - By Feb 28: hold first meeting with department chair and/or DOC to review assessment progress and department schedule.
   - By March 31: hold a second meeting with department chair and/or DOC to review assessment progress and department schedule (if needed)
   - By April 15: check on assessment results progress and follow up with departments that may be behind
   - By May 15: ensure all assigned areas are on track for 75% completion rate by June 30, 2025

4. **Ensure the assessment findings and results are entered into Nuventive by June 30, 2025**
   - By Feb 28: work with faculty, DOC, and department chair to schedule an outcomes review meeting (*Outcomes Across Campus*)
   - By March 31: ensure that the first meeting is conducted and that the summary of the discussion for Spring 2025 is entered into Nuventive under "Reflection and Action Plan"
   - By April 15: review the current progress and host the second meeting (if needed)
   - By May 15: ensure that all assigned areas are on track for 75% completion rate by June 30, 2025; ensure programs have outcomes meeting scheduled at the start of Fall 2025
   - By May 31: update the compliance status with the VP, the dean of IE, and the faculty outcomes coordinator