

UTPB
Institutional Effectiveness Schedule
2007-2008

<u>Activity</u>	<u>Date</u>	<u>Responsible</u>
Last Date to Submit Unit Planning / Assessment Plan Forms (Instructional Departments send Form 1 and a Form 2 (each degree program)) (Non-Instructional Units send Forms 5 and 6)	September 14, 2007	Dept Heads submit to Deans/Directors
Submit Unit Planning / Assessment Plan Forms	September 21, 2007	Dean/Directors submit to appropriate VP
Submit Unit Planning / Assessment Plan Forms	September 28, 2007	VPs submit to President
Submit Unit Planning / Assessment Results/Use Forms (Instructional Units send Form 3 and a Form 4 for each degree program) (Non-Instructional Units send Forms 7 and 8)	June 9, 2008	Dept Heads submit to Deans/Directors
Submit Unit Planning / Assessment Results/Use Forms	June 16, 2008	Dean/Directors submit to appropriate VP
Submit Unit Planning / Assessment Results/Use Forms	June 23, 2008	VPs submit to President to appropriate VP