1. Faculty from each division will be trained by the division directors following the Fall 2014 Convocation in the revised program learning outcome (PLO) assessment process.

2. These faculty will train their colleagues about the assessment process within the first month of Fall 2014.

3. Program faculty will meet as needed throughout the fall to formulate and document their plans (to include meeting minutes on approved template).

4. The assessment, evaluation, and action plan process will continue into the spring semester. Program Learning Outcome assessment forms and other documents are due April 1, 2015.

5. The Dean of Instruction, Director of Institutional Effectiveness, division directors, and Trainers will meet at the end of the fall and spring semesters to evaluate the overall process.