

## Cankdeska Cikana Community College Assessment Workflow

What	Who's Responsible	Individual(s) providing data	When	How	Why	Time to Complete
<b>Pre-entry &amp; Freshmen Assessment</b>						
ACCUPLACER	Student Services/Registrar's Office/	New/Transfer Students	Prior to beginning of each semester	Online Web-based	Measure Math and English Placement	2.5 hrs
Enrollment Trends	Student Services/Registrar's Office	CCCC Students	Each semester	Empower	Measure Institutional Effectiveness/Peresistence	1 hr
Retention Plan	Student Services/Registrar's Office	Retention Committee	End of third week of each semester	Empower	Assess implementation of recruitment & retention strategies	3 hrs
Persistence Plan	Student Services/Registrar's Office	Retention Committee	End of third week of each semester	Empower	Assess implementation of recruitment & retention strategies	3 hrs
<b>Essential Studies</b>						
Essential Studies Outcomes	Assessment Committee	Faculty	Annually	Shared File	Measure Essential Studies Effectiveness	6 hours
Essential Studies Assessment	Assessment Committee	CCCC students	Every semester	Shared File	Measure Essential Studies Effectiveness	20 hrs
<b>Institutional Wide Assessment</b>						
Student Orientation	Dean of Academics	Dean of Academics	Each semester	Online Web-base	Measure Institutional Effectiveness/Retention	8 hrs
Alumni Survey	Outreach Coordinator	Alumni	annually	Online Web-base	Measure program effectiveness	30 minutes
Campus Crimer Report	Campus Security	CCCC Stakeholders	October of every year	Online Web-base	Measure Crime Data for CCC on and off campus activities	1 hr
Student Satisfaction Survey	Dean of Academics	CCCC students	annually	Online Web-base	Measure Student Satisfaction & Instructional Practices	30 min
Graduate Exit Survey	Dean of Student Services	Graduates	Annually	Paper/Pencil	Satisfaction of CCCC experience	30 min
AIHEC AIMS (American Indian Measures of Success)	Registrar	CCCC students & Employees	December of Each Year	Excel Spreadsheet	Measure Institutional Effectiveness	40 hrs
IPEDES (Integrated Postsecondary Education Data System)	Registrar/Financial Aid Directo	CCCC Stakeholders	Each Academic Year	Online Web-base	Measure Institutional Effectivess	15 hrs
Post Graduate Employer Survey	Dean of Student Services	Employers of Previous Years Graduates	6-months to a year after graduating	Paper/Pencil/ online	Measure Program effectiveness	30 minutes
Noel-Levitz	Dean of Student Services	CCCC Students	Spring semester	Paper/Pencil Online Web-base	Measure Student Satisfaction & Instructional Practices	45 min
Program Assessment	Assessment Committee & Faculty	Faculty	Each Semester	Shared File	Measure program effectiveness	20 hrs
Program Review	Curriculum Committee & Faculty	Faculty	Rotated on a three-year cycle	Shared Folder	Assess the need for, possible changes to, and success of academic programs	20 hrs
Course Evaluations	Dean of Academics	Currently enrolled Students	Week 7 of each semester	Survey Monkey	Course Improvement	10 min/course
Graduation Rate	Dean of Student Services/Registrar	Registrar	Each Academic Year	Empower/Ipeds	Provide data to make decisions that may be impacting students that are or are not graduating on a timely matter	3 hrs