

Center for Assessment, Accreditation, and Retention
College of Education
Assessment Calendar - Academic Year 2026-2027

Item	Responsibility	Due Date
Fall 2026 Semester (15 Week, 1st 7-Week, and 2nd 7-Week)		
CAEP Self Study Report	College of Education and CAAR	July 5, 2026
COSMA Annual Report	CAAR and Sport Management Faculty	July 31, 2026
Fall 2026 Course Identification (Faculty Names) 15-Week and 1st 7-Week Sessions	Program Coordinators, Dept. Chairs	August 5, 2026
Internship Tracking Report to Univeristy	CAAR and Program Coordinators	July-August 2026
Distribution of Notification for Signature Assignment (Faculty 1st 7-Weeks & 15-Week Initial Correspondence)	CAAR	August 10, 2026
New Faculty Institute	CAAR	August 13, 2026
Faculty Institute	College of Education Faculty and Staff	August 17-18, 2026
College Wide Meeting - Faculty and Staff	College of Education	August 18, 2026
Due - Course Syllabus Submission to CAAR - 15-Week and 1st 7-Week Session	Fall 2026 Faculty	September 8, 2026
Distribution of Notification for Signature Assignment (Students 1st 7-Weeks Initial Correspondence)	CAAR	September 8, 2026
Distribution of Notification for Signature Assignment (Students 15-Week Initial Correspondence)	CAAR	September 8, 2026
Due - CACREP Vital Statistics	CAAR	September 28, 2026
Fall 2026 Course Identification (Faculty Names) 2nd 7-Week Session	Program Coordinators, Dept. Chairs	September 28, 2026
Distribution of Notification for Signature Assignment (Faculty 2nd 7-Weeks Initial Correspondence)	CAAR	September 28, 2026
Distribution of Mid-Program and Exit Surveys (Students) to Blackboard (Identified Courses 1st 7 weeks)	CAAR	October 2, 2026
Distribution of Notification for Signature Assignment Reminder (Faculty) 1st 7-Week	CAAR	October 5, 2026
Distribution of Notification for Signature Assignment Reminder (Students) 1st 7-Week	CAAR	October 5, 2026
Due - Student Uploading of Signature Assessment - Student Learning and Licensure 1st 7-Week Session	Fall 2026 Students	October 9, 2026
Due - Fall 2026 1st 7-Week Session Assessment Evaluations -Student Learning and Licensure	Fall 2026 Faculty	October 14, 2026
Due - 2024-2025 Annual Learning Outcomes Report (New Template)	College of Education and CAAR	October 15, 2026
Due - MSDE TPAR Report	TLPD and CAAR	October 16, 2026
COE Faculty and Staff Retreat - Time given to review year one of the 5-Year program review	College of Education Faculty and Staff	October 16, 2026
Due - CACREP Annual Report Data (Previous academic year)	CAAR and Counseling	October 16, 2026
Due - Course Syllabus Submission to CAAR - 2nd 7-week Session	Fall 2026 Faculty	October 19, 2026
Distribution of Notification for Signature Assignment (Students 2nd 7-Weeks Initial Correspondence)	CAAR	October 19, 2026
Due - Annual Student Learning Outcomes Report (New Template) 2025-2026	Program Coordinators, CAAR	October 31, 2026
Due -Title II Report - (Part I)	Program Coordinators, CAAR	November 1, 2026
Due - COE 5-Year Plan and Curriculum Map Plans Revisions	Program Coordinators, CAAR	November 13, 2026
Distribution of Mid-Program and Exit Program Surveys 2nd 7 Week and 15 week (Students) to Blackboard (Identified Courses 15 weeks)	CAAR	November 13, 2026
Due - Post CAEP Third Party Comments to Website and submit to CAEP as Evidence	CAAR and Dean	November 16, 2026
Distribution of Notification for Signature Assignment (Faculty 2nd 7-Week & 15-Week Reminder Correspondence)	CAAR	November 23, 2026
Distribution of Notification for Signature Assignment (Students 2nd 7-Week & 15 Week Reminder Correspondence)	CAAR	November 23, 2026
Due - Student Uploading of Signature Assessment - Student Learning and Licensure 2nd 7-Week Session	Fall 2026 Students	December 3, 2026
Due - Student Uploading of Signature Assessment - Student Learning and Licensure 15-Week Session	Fall 2026 Students	December 7, 2026
Due - Fall 2026 2nd 7-Week and 15-Week Sessions Assessment Evaluations -Student Learning and Licensure	Fall 2026 Faculty	December 17, 2026
Distribution of Notification for Overdue Evaluations (Faculty Fall 2026 Sessions)	CAAR	January 19, 2026
Winter 2027 Semester		
Winter 2027 Course Identification (Faculty Names)	Program Coordinators, Dept. Chairs	December 7, 2026
Distribution of Notification for Signature Assignment (Faculty Initial Correspondence) If necessary	CAAR	December 14, 2026
Distribution of Notification for Signature Assignment (Students Initial Correspondence) If necessary	CAAR	January 6, 2027
Due - Course Syllabus Submission to CAAR If necessary	Winter 2027 Faculty	January 11, 2027
Distribution of Mid-Program Surveys (Students) to Blackboard (If necessary)	CAAR	January 13, 2027

Distribution of Exit Program Surveys (Students) to Blackboard (If necessary)	CAAR	January 13, 2027
Distribution of Notification for Signature Assignment Reminder (Faculty) If necessary	CAAR	January 15, 2025
Distribution of Notification for Signature Assignment Reminder (Students) If necessary	CAAR	January 15, 2027
Due - Student Uploading of Signature Assessment - Student Learning and Licensure (If necessary)	Winter 2027 Students	January 20, 2027
Due - Winter 2027 Assessment Evaluations - Student Learning and Licensure (If necessary)	Winter 2027 Faculty	January 22, 2027
Distribution of 2nd Notification for Overdue Evaluations (Faculty Fall 2026 Sessions) If necessary	CAAR	January 22, 2027
Distribution of Notification for Overdue Evaluations (Faculty Winter 2027 Session) If necessary	CAAR	January 25, 2027
Pull and Distribute Course Evaluation Results from Fall 2026 Semester	CAAR	January 25, 2027
Spring 2027 Semesters (15 Week, 1st 7-Week, and 2nd 7-Week)		
Spring 2027 Course Identification (Faculty Names) 15-Week and 1st 7-Week Sessions	Program Coordinators, Dept. Chairs	January 4, 2027
Due - CAEP Addendum Report	Dean, Program Coordinator, Dept. Chairs, Faculty, CAAR	TBD
Distribution of Notification for Signature Assignment (1st 7-Week and 15-Week Faculty Initial Correspondence)	CAAR	January 11, 2027
Faculty Institute (Spring 2027)	College of Education Faculty	TBD
Distribution of Notification for Overdue Evaluations (Faculty Fall 2026 Session)	CAAR	January 22, 2027
Due - NASP Accreditation Visit (On Site) - If necessary	Counseling Dept, Dean Office, CAAR	TBD
Due - Course Syllabus Submission to CAAR - 15-Week and 1st 7-Week Session	Spring 2027 Faculty	February 8, 2027
Distribution of Surveys (Alumni, Employers)	CAAR	February 10, 2027
Distribution of Notification for Signature Assignment (Students 1st 7-Week Session / Initial Correspondence)	CAAR	February 10, 2027
Distribution of Notification for Signature Assignment (Students 15-Week / Initial Correspondence)	CAAR	February 10, 2027
Distribution of Notification for Signature Assignment (Faculty / 1st 7-Week course Reminder Correspondence)	CAAR	February 26, 2027
Distribution of Notification for Signature Assignment (Students / 1st 7-Week Session Reminder Correspondence)	CAAR	February 26, 2027
Distribution of Mid-Program and Exit Program Surveys (Students) to Blackboard (1st 7-Week Sessions)	CAAR	February 26, 2027
Spring 2027 Course Identification (Faculty Names) 2nd 7-Week Session	Program Coordinators, Dept. Chairs	March 1, 2027
Distribution of Notification for Signature Assignment (Faculty / 2nd 7-Week)	CAAR	March 1, 2027
Due - Student Uploading of Signature Assessment - Student Learning and Licensure 1st 7-Week Session	Spring 2027 Students	March 11, 2027
Due - Spring 2027 1st 7-Week Session Assessment Evaluations -Student Learning and Licensure	Spring 2027 Faculty	March 19, 2027
Due - CAEP Virtual Visit Schedule Due to CAEP	CAAR and College of Education	March 26, 2027
College of Education Faculty & Staff Retreat - Spring 2027	College of Education	TBD
Due - Course Syllabus Submission to CAAR - 2nd 7-week Session	Spring 2027 Faculty	March 29, 2027
CAEP Reaccreditation Visit (Virtual)	College of Education	April 5-7, 2027
Distribution of Notification for Signature Assignment (Students 2nd 7-Week Session / Initial Correspondence)	CAAR	March 31, 2027
Distribution of Notification for Overdue Evaluations (Faculty / 1st 7-Week Course)	CAAR	March 31, 2027
Distribution of Mid-Program and Exit Program Surveys (Students) to Blackboard (15-Week and 2nd 7-Week)	CAAR	April 9, 2027
Distribution of Notification for Signature Assignment (Faculty / 2nd 7-Week Reminder Correspondence)	CAAR	April 19, 2027
Distribution of Notification for Signature Assignment (Student / 2nd 7-Week Reminder Correspondence)	CAAR	April 19, 2027
Distribution of Signature Assignment Reminders (Faculty)	CAAR	April 23, 2027
Distribution of Signature Assignment Reminders (Students)	CAAR	April 23, 2027
Due - CAEP Annual Report - Required by CAEP	Program Coordinators, CAAR	April 30, 2027
Due - Title II Report (Part II)	Program Coordinators, CAAR	April 30, 2027
Distribution of 2nd Notification for Overdue Evaluations (Faculty / 1st 7-Week Course)	CAAR	April 30, 2027
Distribution of Notification for Signature Assignment (Faculty 15-Week & 2nd 7-Week End of Semester Reminder)	CAAR	May 3, 2027
Distribution of Notification for Signature Assignment (Students 15-Week & 2nd 7-Week End of Semester Reminder)	CAAR	May 3, 2027
Due - Student Uploading of Signature Assessment - Student Learning and Licensure 15-Week Session	Spring 2027 Students	May 7, 2027
Due - Student Uploading of Signature Assessment - Student Learning and Licensure 2nd 7-Week Session	Spring 2027 Students	May 7, 2027
Due - Spring 2027 2nd 7-Week and 15-Week Sessions Assessment Evaluations -Student Learning and Licensure	Spring 2027 Faculty	May 20, 2027

Distribution of Notification for Overdue Evaluations (Faculty 15-week course & 2nd 7-Week course)	CAAR	May 20, 2027
---	------	--------------

Summer 2027 Semester (Sessions I, II, and III)		
Summer 2027 Course Identification (Faculty Names) Sessions I, II, and III	Program Coordinators, Dept. Chairs	May 17, 2027
Distribution of Signature Assignment Information (Faculty) Sessions I and III	CAAR	May 20, 2027
Distribution of Signature Assignment Information (Students) Sessions I and III	CAAR	June 9, 2027
Due - Course Syllabus Submission to CAAR - Sessions I and III	Summer 2027 Faculty	June 9, 2027
Distribution of Mid-Program and Exit Program Surveys (Students) to Blackboard (I and III Sessions)	CAAR	June 21, 2027
Distribution of Signature Assignment Reminders (Faculty) Session I	CAAR	June 25, 2027
Distribution of Signature Assignment Reminders (Students) Session I	CAAR	June 25, 2027
CAEP Rejoinder Due (Estimated date depending on virtual visit comments)	Dean, Program Coordinator, Dept. Chairs, Faculty, CAAR	TBD
Due - Student Uploading of Signature Assessment - Student Learning and Licensure Session I	Summer 2027 Students	July 1, 2027
Due - Summer 2027 Session I Assessment Evaluations - Student Learning and Licensure	Summer 2027 Faculty	July 6, 2027
Due - Course Syllabus Submission to CAAR - Session II	Summer 2027 Faculty	July 13, 2027
Distribution of Mid-Program and Exit Program Surveys (Students) to Blackboard (II Session)	CAAR	July 19, 2027
Distribution of Notification for Overdue Evaluations (Summer Session I 2027 Faculty)	CAAR	July 19, 2027
Distribution of Signature Assignment Reminders (Faculty) Session II and III	CAAR	July 30, 2027
Distribution of Signature Assignment Reminders (Students) Sessions II and III	CAAR	July 30, 2027
Due - Student Uploading of Signature Assessment - Student Learning and Licensure Sessions II and III	Summer 2027 Students	August 5, 2027
Due - Summer 2027 Sessions II and III Assessment Evaluations -Student Learning and Licensure	Summer 2027 Faculty	August 10, 2027
Distribution of Notification for Overdue Evaluations (Summer 2027 Faculty All Summer Sessions)	CAAR	August 16, 2027