**GCU Administrative Unit - Institutional Assessment**

**Administrative Unit**:

**Reports to**:

**Calendar Year**:

**Directions:** Complete the Unit Assessment Plan with three Goals aligned with GCU’s Mission and Strategic Compass. Complete or update the plan for three calendar years, beginning in CY 2018, by February 15. Reports will be due January 30 from the prior calendar year.

| **GCU Department or Unit:** | **Goal 1** | **Goal 2** | **Goal 3** |
| --- | --- | --- | --- |
| **Unit Assessment Plan:** |  |  |  |
| **Administrative Unit Goal And Intended Outcome**  State the Unit Goal and Intended Outcome: Be SMART. Develop one goal per calendar year; this cycle may be repeated with the same goals. |  |  |  |
| **Mission Alignment**  Use the part of the Mission Statement that most closely aligns with stated goal and intended outcome. |  |  |  |
| **GCU’s Strategic Compass Alignment**  Select the appropriate Strategic Compass alignment |  |  |  |
| **MSCHE Accreditation Standards Alignment**  Select one or more of the seven MSCHE Standards |  |  |  |
| **Data Source Unit Activities Method/ Measure**  Describe metrics or instruments used to measure results |  |  |  |
| **Benchmark or Standard**  Statement of Success/ Measureable Outcome |  |  |  |
| **Person (s) Responsible**  Indicate the person responsible for the facilitation of this goal and its outcomes. |  |  |  |
| **Timeline**  Choose the year in which the goal will be assessed, data analyzed, and included in the annual report. | Year 1  Year 2  Year 3 | Year 1  Year 2  Year 3 | Year 1  Year 2  Year 3 |
| **Unit Assessment Report:** |  |  |  |
| **Data and Analysis**  Give a summary of data collected and analysis of this data related to the above benchmark. |  |  |  |
| **Achievement of Outcome/ Objective**  Indicate level of achievement | Not Met  Approaching  Met  Exceeding | Not Met  Approaching  Met  Exceeding | Not Met  Approaching  Met  Exceeding |
| **Next Steps or Actions**  What, **if any**, steps or actions will take place as a result of the assessment findings |  |  |  |
| **Budget Implications**  How will the above actions impact the budget for the next fiscal year? |  |  |  |
| **How will you continue to evaluate this goal until the next cycle of assessment?**  Major goals will be re-evaluated on a three-year cycle. |  |  |  |