Standard 6 Action Plan for AFIs.

- The unit governance structure does not ensure effective use of unit-wide assessment data

What needs to be done?	By Whom and when?	What resources?	What evidence indicates progress?	How and when will evidence be gathered?
Establish Master Data Collection System	All data will be retrievable through the EPI Center Immediate till completion EPI center staff Faculty	Data base, Banner, TaskStream, Data page on College Web site, CREATE membership, SBEC data, Title II, EPI Center and staff, ASEP data, SPA data, Unit data, Disposition data, SACs, Blackboard data	Percent of data organized and available and used for program improvement	Monthly meeting Dean and EPI Center staff January 2012 all data consolidated. Data resource book
Review data collection web page	Dean and EPI Center staff	Data base, Banner, TaskStream, Federal Reports, State Reports, Data page on College Web site	All data updated and current, Missing data added, Updated website	Updated Webpage January 2012 Completed
Fall Data Conference	All faculty and administrators	Data Book Data Web Page Space Faculty time Food Laptops	Reports and decisions made from analysis of data book and other resources.	1st. Step Data meeting Program reports on data use for program improvement Minutes Fall 2011

Spring Data Meeting	All faculty and administrators	Data Web Page Faculty time Space Food Reports	Interim data reports indicating problems	Minutes Reports on data use for program improvement May 2012
TaskStream for data collection	All faculty collecting data for formative and summative analysis	TaskStream Faculty time Training	Reports generated using TaskStream	May 2012 All program collections in TaskStream

Tasks for Action Plan

- All data repository in EPI Center
  - Moving SPA data to EPI Center
  - Reviewing data presently collected
- Periodic review of data across all programs
  - Fall meeting to discuss data needs for programs - data from previous year from September to August.
  - Spring meeting to discuss and review progress - Interim analysis of fall and spring data

- Use of TaskStream to collect, report, and analyze data.
- Annual report of data use by all programs