*Assessment Planning Strategy: Guideline Statement*

The four-year cycle was built with the idea of allowing for extra time to make changes and reassess within the four-year cycle if needed. The four-year cycle was implemented to increase the quality and thoughtfulness of assessment reports, as well as to contribute to the sustainability of our process. A good idea to consider is assessing 25% of Outcomes every academic year. Reports containing specific narrative and accurate data are truly helpful for improving student learning and communicating to instructors and administrators what our strengths and opportunities are in the classroom and in student services areas.