

Houston Baptist University Institutional Effectiveness Process Timeline

This is intended to be a simplified process that meets the requirements in SACS Core Requirement 2.5 and Comprehensive Standard 3.3.1.

Month	Who	What
May/June	All Departments Departmental Reviewers	Departments and departmental reviewers: <ul style="list-style-type: none"> • Assess prior year goals and outcomes • Adjust departmental goals and measures • Determine budget impacts (shifts within current budget) • Report Ten Pillars items to academic and administrative reviewers
June/July	All Departments Academic Reviewers Administrative Reviewers IRE	Finalize departmental reports and archive Finalize Ten Pillars assessment report Executive Council: <ul style="list-style-type: none"> • Determines budget impacts • Reviews Ten Pillars goals • Updates Ten Pillars assessment plan for new year
August	All Departments Departmental Reviewers	Update assessment plans and plans for improvement for new academic year
September	Selected Departments	Finalize prior year reports dependent on 12 th class day information (Enrollment Management, some Ten Pillars items)
January/ February	All Departments	Mid-year review of outcomes Create mid-year interim reports as needed for budget hearings
March/ April	All Departments	Budget Process

Five Year Reviews

The following items are reviewed on a five year timeline:

- University Mission Statement and Goals (approved by President, Executive Council, and Trustees). Next Review: 2014
- Academic Program Reviews (Deans)