

ABET Accreditation Plan 2020

Bachelor of Information Technology and Management

September 26, 2019

Major ABET Accreditation Steps

| | |
|------------------|--|
| January 31, 2020 | Submit the <i>Request for Evaluation (RFE)</i> form, along with one official transcript from the most recent graduating class. Submission is online as per https://www.abet.org/accreditation/get-accredited/request-for-evaluation/ . |
| July 1, 2020 | Submit the <i>Self-Study Report</i> using the <i>Self-Study Questionnaire</i> at http://www.abet.org/wp-content/uploads/2019/09/C002B-CAC-Self-Study-Questionnaire-2020-21-08-28-19.docx |
| Dates TBD | On a date determined by the Accreditation Team Chair, submit official academic transcripts of recent graduates to program evaluators. The team chair will request a specific sampling of transcripts for each program. |
| Fall 2020 TBD | Accreditation Team Site Visit |

Detailed ABET Accreditation Timeline

| | |
|-------------------|---|
| November 4, 2019 | Begin preparation of <i>Self-Study Report</i> http://www.abet.org/wp-content/uploads/2019/09/C002B-CAC-Self-Study-Questionnaire-2020-21-08-28-19.docx |
| November 19, 2019 | Submit <i>Self-Study Report Background Information</i> to Angie Jarka Section / Responsibility / Notes <i>A. Contact Information</i> / Trygstad <i>B. Program History</i> / Trygstad / Draw from IIT 2015 ABET Self Study <i>C. Options</i> / Trygstad <i>D. Program Delivery Modes</i> / Trygstad <i>E. Program Locations</i> / Trygstad <i>F. Public Disclosure</i> / Trygstad / Draw from IIT 2015 ABET Self Study <i>G. Deficiencies, Weaknesses or Concerns from the Previous Evaluation and the Actions Taken to Address Them</i> / Trygstad |
| November 26, 2019 | Submit <i>Self-Study Report Criterion 1. Students</i> to Angie Jarka Section / Responsibility / Notes <i>A. Student Admissions</i> / Nelson / Draw from 2015 ABET Self Study <i>B. Evaluating Student Performance</i> / Trygstad <i>C. Transfer Students and Transfer Courses</i> / UGAA / Draw from 2015 ABET Self Study <i>D. Advising and Career Guidance</i> / Trygstad & CSC / Draw from 2015 ABET Self Study <i>E. Work in Lieu of Courses</i> / Trygstad <i>F. Graduation Requirements</i> / Trygstad & UGAA / Draw from 2015 ABET Self Study <i>G. Transcripts of Recent Graduates</i> / Registrar / Submit When Requested |
| December 16, 2019 | Submit <i>Self-Study Report Criterion 2. Program Educational Objectives</i> to Angie Jarka Section / Responsibility / Notes <i>A. Mission Statement</i> / Trygstad <i>B. Program Educational Objectives</i> / Trygstad <i>C. Consistency of the Program Educational Objectives with the Mission of the Institution</i> / Carlson <i>D. Program Constituencies</i> / Carlson <i>E. Process for Review of the Program Educational Objectives</i> / Trygstad |

ABET Accreditation Plan 2020: Bachelor of Information Technology and Management**Detailed ABET Accreditation Timeline (continued)**

- January 30, 2020 Submit *Self-Study Report Criterion 3. Student Outcomes* to Angie Jarka
Section / Responsibility / Notes
A. Student Outcomes / Trygstad
B. Publication of Student Outcomes / Trygstad
Additional Material: Transition Plan to New Student Outcomes / Trygstad
- January 31, 2020 Ray Trygstad and Angie Jarka submit the *Request for Evaluation (RFE)* form, along with one official transcript from the most recent graduating class. Submission is online as per <https://www.abet.org/accreditation/get-accredited/request-for-evaluation/>.
- February 17, 2020 Submit *Self-Study Report Criterion 4. Continuous Improvement* to Angie Jarka
Section / Responsibility / Notes
A. Student Outcomes / Trygstad
B. Continuous Improvement / Trygstad
C. Additional Information / Trygstad
- March 2, 2020 Submit *Self-Study Report Criterion 5. Curriculum* to Angie Jarka
Section / Responsibility / Notes
A. Program Curriculum / Trygstad
B. Course Syllabi / Jarka
Appendix A - Course Syllabi / Jarka / Collect Math course syllabi
- March 16, 2020 Submit *Self-Study Report Criterion 6. Faculty* to Angie Jarka
Section / Responsibility / Notes
A. Faculty Qualifications / Trygstad
B. Faculty Workload / Jarka
C. Faculty Size / Trygstad
D. Professional Development / Trygstad
E. Authority and Responsibility of Faculty / Carlson
Appendix B - Faculty Vitae / Each faculty member & Jarka
- March 30, 2020 Submit *Self-Study Report Criterion 7. Facilities* to Angie Jarka
Section / Responsibility / Notes
A. Offices, Classrooms and Laboratories / Trygstad & Registrar
B. Computing Resources / McHugh
C. Guidance / McHugh
D. Maintenance and Upgrading of Facilities / McHugh & Hall
E. Library Services / Galvin Library / Draw from 2015 ABET Self Study
F. Overall Comments on Facilities / Trygstad
Appendix C - Equipment / McHugh
- April 13, 2020 Submit *Self-Study Report Criterion 8. Institutional Support* to Angie Jarka
Section / Responsibility / Notes
A. Leadership / Carlson
B. Program Budget and Financial Support / Carlson & Hall
C. Staffing / Trygstad
D. Faculty Hiring and Retention / Trygstad / Draw from 2015 ABET Self Study
E. Support of Faculty Professional Development / Trygstad / Draw from 2015 ABET Self Study

ABET Accreditation Plan 2020: Bachelor of Information Technology and Management**Detailed ABET Accreditation Timeline (continued)**

| | |
|--------------------|--|
| April 27, 2020 | Submit <i>Self-Study Report additional material</i> to Angie Jarka Section / Responsibility / Notes <i>Additional Criterion: Program Criteria / Trygstad</i> <i>Appendix D - Institutional Summary / Jarka / Draw from 2015 ABET Self Study</i> <i>Table D-1. Program Enrollment and Degree Data / Jarka</i> <i>Table D-2. Personnel / Jarka</i> <i>Current Bulletin / Trygstad</i> <i>Promotional brochures or literature describing program offerings / Pfeiffer</i> |
| May 22, 2020 | Angie Jarka completes assembly of the full <i>Self Study Report</i> ; and distributes it for review to ITM full-time faculty, ITM Curriculum Committee members, Dean, Vice Provost for Academic Affairs, and Provost |
| June 12, 2020 | Complete Faculty and Administration review of the <i>Self Study Report</i> |
| July 1, 2020 | Ray Trygstad and Angie Jarka submit the <i>Self-Study Report</i> |
| Date TBD | Ray Trygstad respond to issues arising from the team's review of the Self-Study Report or online instructional materials |
| Date TBD | Ray Trygstad and Angie Jarka assemble materials for site visit (As per expected change https://www.abet.org/accreditation/accreditation-criteria/accreditation-changes/) <ul style="list-style-type: none"> ◆ Section / Responsibility / Notes ◆ Representative examples of graded student work including, when applicable, major design or capstone projects / Faculty & Hajek (430) ◆ Materials addressing issues arising from the team's review of the Self-Study Report or online instructional materials / Trygstad ◆ Documentation of actions taken by the program after submission of Self-Study Report / Trygstad ◆ Materials discussed in the Self-Study Report as being available for review during the visit / Trygstad & TBD ◆ Materials necessary for the program to demonstrate compliance with the criteria and policies / Trygstad |
| Fall 2020 Date TBD | Accreditation Team Site Visit Team will be shared with Computer Science; coordinate as necessary |

Document Tracking

All documents and revisions for this project will maintained in the IIT Google Drive Shared Drive **Accreditation → ABET IT 2020**