

English Records

Record Type	Description / Examples	Notes	Due at Archives
College Publications	Allegheny Review		Archives on mailing list
Policy and Procedural Manuals or Documents	Guidelines and Expectations for Senior Projects		Archives will print from Website
Self-Studies	Department Self-Study	To be collected and shared by Assessment Committee. Next expected Fall 2031 .	At Publication – end of academic year 1 of reporting cycle
Self-Studies	External Review; Action Plan	To be collected and shared by Assessment Committee. Next expected Summer 2023 .	At publication – year 2 of reporting cycle
Self-Studies	Annual Progress Reports	To be collected and shared by Assessment Committee. Next expected Summer 2024 .	Each summer years 3 – 8 of reporting cycle
Syllabi	Course Syllabi	Requested by Associate Provost and submitted by faculty through semester specific form.	Beginning of each semester
Senior Projects (comps)	Project Abstracts	Many projects in Dspace do not have abstracts	Projects are submitted to Dspace annually in May