

FES Annual Broad OBE Calendar

Item	When?	Who?
OBE Workshop	Start of the academic year	All staff
TeachWell program assignment	Before start of the semester	New faculty
CLO and Course/Lab Outline Quality Review Meetings	Start of Semester	OBE Coordinator, Dean FES, Instructors, Lab Engineers
Mid Exam Quality Check	Before Mid Exam	Small peer groups
Course CEP Assessments and Course Quality Review Meetings	Mid-semester	OBE Coordinator, Dean FES, Instructors
Instructor Self-Assessment Form Submission	Mid-semester	Dean FES, Instructors
OEL, Review	Mid-semester	OBE Coordinator, Dean FES, Instructors
Final Exam Quality Check	Before Final Exam	Small peer groups
Course File, Lab File Review Meetings	After the semester	Dean FES, Individual Instructors, Lab Engineers
OBE CQI cycles and data	Summer	OBE subcommittees, OBE Coordinator, Dean FES
Faculty Study Board, Faculty Industrial Advisory Board meetings	Annually	Dean FES, FSB/InAB Coordinator
OBE Progress Meetings	Fortnightly	OBE Coordinator and subcommittees