



Assessment Advisory Council
October 23, 2014
Babylon Student Center-Eaton's Neck Room
3:45 p.m. - 5:00 p.m.

In attendance: Katherine Aguirre, Dr. Alexander Atwood, Dr. Iaroslava Babenchuk, Nicholas Bosco, Dr. Caroline Burns, Dr. Courtney Brewer, Sylvia Camacho, Dr. Philip Christensen, Dr. Donna Ciampa, Theresa Dereme, Nancy Ellis, J.D., Dr. Michelle Fowler, Andrea Glick, Dawn Tracy-Hanley, Alphonses Heraghty, Dr. Alexander Kasiukov, Dr. Dorothy Laffin, Laura Levine, Dr. Annamaria Monaco, Amy Mueller, Patty Munsch, Elida Buitron-Navarro, Dr. Christopher Shults, Elizabeth Tomlet, Dr. Troy Tucker, Justin Turner, Dr. Frank Valenzisi, Christina Vargas, Susan Wood, Melanie Weinstein-Zeolla, Dr. Helen Wittmann, Lorianne Lueders-Yanotti

The meeting convened at 3:45 p.m. Dr. Shults welcomed everyone to the meeting. He introduced the new members and offered congratulations to those members with new titles. The minutes from the last meeting held on April 10, 2014, were approved and accepted.

Dr. Shults gave the council a brush-up on last year's assessment. Dr. Troy Tucker oversees the subcommittees concerned with administrative educational support (AES) units while Dr. Jean Anastasia oversees the subcommittees concerned with the academic units. Dr. Anastasia is currently on leave but Dr. Maria DeLongoria has stepped in to assist in her absence. We are at 60% completion and the goal is the do 10% more and increase quality. This year we want to look at procedures. The goal is to have more useable procedures so assessment is what we are already doing.

Dr. Shults then discussed the program review templates. Dr. Dorothy Laffin went over the tools and templates for 64 AAS and AS degrees that are currently in the midst of program review.

Dr. Tucker said that last year between the AES and Academic sides, 36 units were reviewed and 5 evaluations took place. He advised that comments are needed back by December/January. Dr. Tucker reminded the council that we need to provide one more report to Middle States. He said that seven AES units are meeting for unit review; five units in review already met and should have their reports by November. Dr. Tucker said that our Annual Assessment with SUNY is in December. We are falling behind according to our wish list.

Dr. Shults told the council that if we can document all student learning and support outcomes and annual efforts then we are showing Middle States that we are doing what we are supposed to. People are doing good work.

Dr. Philip Christensen discussed Program Review of the academic units. He has been meeting with program review committees trying to balance program review and assessment. Dr. Christensen said that he has seen excellent leadership and great conversation. He anticipates that we will meet the deadlines.

Dr. Courtney Brewer talked about all assessments moving successfully and that they are all using the CAPIE template. She said that they are focusing on past results and making positive changes. Dr. Brewer gave two examples: utilizing curriculum changes and new textbooks. We should now focus on looking ahead to next year with new committee chairs.

Dr. Shults spoke about looking at last spring's assessments and how we now have to use those results.

Dr. Christensen said that the Middle States statement is clear about looking at what we have created and what we are looking at. He encourages everyone to stay involved. Our next report is due in eleven months.

Dr. Shults advised the council that Middle States wants to see updates and how easy it is to use our CAPIE. Middle States also wants to see a review of our CAPIE in September. Dr. Helen Wittmann is chairing the CAPIE Review Committee. She aided in writing the CAPIE and has a real awareness of what is going on. Dr. Wittmann said that she will reach out to the chairs.

Dr. Laffin asked Dr. Christensen about changing the template. She suggested a new charge and asked if a rubric would be helpful. He advised that it would be helpful. Dr. Donna Ciampa said that the template was used to find whether they came up with something and Dr. Tucker was looking for weaknesses. Dr. Ciampa advised that they had issues with the timeline and getting meetings in sync.

Dr. Wittmann wants recommendations about changes to the CAPIE for approval from the JPAC. How are our results being used? The AAC can make impacts on charges.

The meeting ended with Dr. Tucker conducting workshops.