



**Assessment Advisory Council
December 6, 2012
Babylon Student Center-Eaton's Neck Room
3:45 p.m. - 5:00 p.m.
Minutes**

In attendance: Dr. Jean Anastasia, Dr. Alex Atwood, Dr. Louis Attinasi, Dr. Robert Beodeker, Nicholas Bosco, Pina Arcomano Britton, Richard Britton, Dr. Caroline Burns, Dr. Phil Christensen, John Cienski, Jennifer Farquhar, Dr. Tina Good, Dr. Alex Kasiukov, Dr. Lanette Raymond, Dr. Carla Mazzarelli, Patty Munsch, Dr. Jean Nicholas Pestieau, Dr. Nathaniel Pugh, Dr. Christopher Shults, Bridget Young, Dr. Catherine Wynne

The meeting convened at 3:45 p.m.

Dr. Pugh welcomes everyone to the meeting and asks if there are any corrections to the minutes to the April 19, 2012 meeting. After second motion to approve, minutes for April 19, 2012 were approved and accepted by all members. He also thanks everyone who has worked and participated in all the work that was done over the summer. The working groups and the evaluation groups did a lot of work over the summer months putting together measurable institutional objectives which are now being sent to governance

Dr. Christensen shares the results of Middle States Report and after being examined in all 14 standards we are found to not have sufficient evidence to demonstrate compliance with standard 7 and 14. He also notes that we were found to need more information regarding standards 2 and 3. Between now and September 2013 we need to send follow up to Middle States specifically under standard 7 which had to do with planning, budgeting, resource allocation and IE results in programs. In standard 14 we need to demonstrate how our goals are linked to outcomes.

Dr. Pugh says that we have put together task force committees to address each standard. Budget Areas will be handled by our new Vice President of Business and Finance, Gail Vizzini. Dr. Pugh will lead the task for Standard 7, Dr. Mazzarelli will lead our Standard 14 timeline and he reminds us that we have a tight timeline as the Strategic Plan needs to go in front of the Board of Trustees at their January meeting.

Dr. Pugh says that Middle States wants to see our timeline for revising the CAPIE. On the academic side we should consistently talk about the course assessment processes and learning outcomes, student learning outcomes. Curriculum mapping was discussed so we can identify which student outcomes will be covered by each course. What a Suffolk County Community College student will look like when they leave us.

Jennifer Farquhar asks how AAC will get us on track by the examining the measurable institutional objectives. She asked if we met these objectives and if so, how do we make the argument that shows we did.

Dr. Tina Good spoke about a lack in institutional outcomes and she is working with Governance on a survey for the development of institutional learning outcomes to be out by Christmas.

John Cienski suggests that maybe a reminder can go out on the college portal for the Institutional Learning Outcomes survey and while professors are doing their grading and possibly piggy back on the system.

Dr. Mazzarelli suggests that there needs to be a much broader conversation on what is education here at SCCC. Ultimately we need to have access of the outcomes in every program and that the learning outcomes must be seriously looked at.

Questions were raised: Dr. Patty Munsch-How do we create assessment for faculty? What would make assessment for counseling more efficient?

Dr. Caroline Burns talks about TracDat and if anyone would like to do any training. She can show you not only what we can do but what is already being done.

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ADDENDUM

***In attendance:** Dr. Jean Anastasia, Dr. Alex Atwood, Dr. Louis Attinasi, Dr. Robert Beodeker, Nicholas Bosco, Pina Arcomano Britton, Richard Britton, Dr. Caroline Burns, Dr. Phil Christensen, John Cienski, Jennifer Farquhar, Dr. Tina Good, Dr. Alex Kasiukov, Dr. Lanette Raymond, Dr. Carla Mazzarelli, Patty Munsch, Dr. Jean Nicholas Pestieau, Dr. Nathaniel Pugh, Bridget Young, Dr. Catherine Wynne*

Dr. Jean Anastasia talked about her efforts in coordinating assessment tools for her area including identifying the current program mission statement, goals and PLOs. She included a handout of the steps necessary to move forward with assessment and working with the faculty.

Nicolas Bosco emphasized how Dr. Munsch, Dr. Ciampa and he will be analyzing secondary data and creating new primary data we can analyze and what steps the AAC can take to be more effective in the future.

Dr. Jean Nicolas Pestieau had asked about the format of the assessment data, once this is clarified he is ready to take the lead on the Tier 3 area and apply appropriate quantitative/statistical methods to process the raw data.