



**Assessment Advisory Council (AAC)  
February 7, 2019  
Life/Science Building Room 113  
Ammerman Campus  
3:45 pm-5:00 pm**

*Minutes*

**In attendance:** *Kaliah Greene, Jill Thornton, Dr. Patty Munsch, Dr. Helen Wittmann, Dr. Alexander Atwood, Dr. Iaroslava Babenchuck, Dr. Joy Borrero, Nicholas Bosco, Dr. Courtney Brewer, Dr. Jing Yi-Chin, Theresa Dereme, Lisa Hubbs, Alexander Kasiukov, Heidi Kiley, Myung Chu Kim, Lauren Liburd, Amy Mueller-Seal, Toni-Anne Nhotsoubanh, Isaac Oddoye, Jean Nicolas Pestieau, Mary Ryder, Rachel Schmidt, Dr. Lauren Tacke-Cushing, Denny Teason, Tania Velasquez, Carol Wickliffe-Campbell, Dr. Jeffrey Pedersen, and Lisa Aymong*

Co-chair Kaliah Greene welcomed members to the meeting.

Dr. Helen Wittmann called for a vote to approve the November 8, 2018 meeting minutes. The minutes were approved.

VP Pedersen thanked new and current members for their service to the AAC. He briefly discussed assessment at the College, challenges the AAC has encountered over the years, and the need for continuous improvement from academic departments and AES units. He noted that he would like to see the collective body determine the direction of the council and make it clear to the College community. VP Pedersen concluded that part of the AAC's charge is to ensure that assessment is happening across the College, and more importantly, it is being conducted in an intentional and meaningful manner.

Co-chair Dr. Patty Munsch introduced new members: Dr. Joy G. Borrero, Academic Chair, Nursing; Dr. Jing-Yi Chin, Assistant Academic Chair, Professor of Chemistry; Lisa Hubbs, Assistant Professor/Program Coordinator Occupational Therapy Assistant Program; Heidi Kiley, Associate Professor of Mathematics/Computer Science; Myung Chul (MC) Kim, Professor of Mathematics; Lauren Liburd, Financial Operations Specialist/Adjunct Professor; Mary Ryder, Director of Dining Services and Bakers Workshop.

The co-chairs briefly reviewed the AAC structure and assessment timelines. They noted that they would like to tighten up a few aspects of the fall and spring assessment dates, and the co-chairs will begin implementing some of the engagement suggestions discussed at previous AAC meetings. To include the AAC in the strategic planning focus group process, a S.W.O.T. analysis will be conducted at the April meeting.

*Suffolk County Community College promotes intellectual discovery, physical development, social and ethical awareness, and economic opportunities for all through education that transforms lives, builds communities and improves society.*

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Co-chair Jill Thornton announced that the AAC is piloting a peer assessment mentoring initiative that will pair seasoned AAC members with newer members. The co-chairs believe it will provide an opportunity for seasoned members to “coach” new members, and for new members to receive ongoing and direct support from subcommittee chairpersons and their mentors. Jill also thanked governance representatives on each campus for announcing the AAC’s need for new members to their respective bodies.

Lisa Aymong, Professor of Nursing presented the Assessment Awards templates she developed as part of a SUNY Council on Assessment leadership course. She believes it would be a great way to highlight exceptional assessment work happening at the College, and serve as an incentive for academic departments and AES units to remain engaged in assessment throughout the year. Council members agreed that it was a good idea, and the co-chairs asked that the discussion continue in subcommittees.

The general meeting adjourned at 4:15 p.m., and members broke into subcommittees.