



**Assessment Advisory Council
Minutes
February 2, 2012
Babylon Student Center-Mildred Green Room
3:45 p.m. - 5:00 p.m.**

In attendance: Dr. Jean Anastasia, Dr. Louis Attinasi, Nicholas Bosco, Pina Arcomano Britton, Richard Britton, Caroline Burns, Dr. Donna Ciampa, John Cienski, Jennifer Farquhar, Cheryl Gillespie, Dr. Tina Good, Dr. Alex Kasiukov, Dr. Roslin Khan, Dr. Dorothy Laffin, Dr. Carla Mazzarelli, Dr. Christopher McDougal, Dr. Patty Munsch, Dr. Jeffrey Pedersen, Dr. Meryl Rogers, Dr. Kathie Rogers, Bridget Young, Dr. Christopher Shults, Dr. Nathaniel Pugh, Dr. Louis Attinasi, Dr. Allen Jacobs, Kathy Massimo, Dr. Lanette Raymond, Dr. Catherine Wynne

The meeting convened at 3:45 p.m.

Christopher Shults welcomes all members and shows appreciation for all of the challenging work done thus far.

Dr. Ciampa states that the draft for Section 3: Challenges and Opportunities is almost complete, as is the draft for Section 4: Enrollment and Finance Trends and Projections. Currently we are chipping away at Section 5: Organized and Sustained Processes to Assess Student Learning.

Dr. Pugh talks about the SWOT analysis workshop that was held by George Denninghoff on January 12 & 13th was a success and that approximately 55 faculty members had participated in the two day workshop. During these sessions we were able to obtain significant information which will be critical to the development of the strategic plan. He discussed the connection between Planning and Assessment and also states that Academic Affairs will be taking on a large role going forward. The SWOT workshop worked very hard and as a result you can find updated information of the outcome for your review and comment in College Brief # 44. Also included which we compared at the conclusion of the workshops are some of the revisions of the Institutional Goals by the Task Groups of the SPC.

Dr. Pugh also talked about the three Forums that would be taking place on each campus which would be a smaller modified version of the SWOT workshop and each forum. The date of the Forums will be as follows: Eastern Campus 2/8, Ammerman Campus 2/21 and the Grant Campus 3/22/12.

Dr. Pugh also reminds us that we need three years of data for the reaffirmation due in 2017.

Caroline Burns discusses the use of Trac Dat in assessment, and also hands out an updated list of Academic and Administrative Support units reporting on the Ronco Brown Survey. Caroline Burns also states that the English 101 survey was completed with an 83% response rate.

Dr. Roslin Kahn had concerns regarding the expectations and the responsibilities of the AAC and had concerns that most AAC members are not working in the summer.

There was a question to whether or not the subcommittees of the SPC needed to meet and there was a motion all agreeing that was no longer necessary.

Dr. Mazzerelli shared that she plans to move forward with assessments, says that the utilities program review has been completed and that all departments will participate in annual reviews. Student learning outcomes still need to be discussed. Dr. Jacobs continues being a resource for program reviews and Dr. Good continues the general education assessment, working with departments to gather baseline information to do annual assessments. Dr. Mazzerelli will report all results to the committee when finalized.

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