



**Assessment Advisory Council (AAC)
Thursday, June 16, 2011 – 3:30 p.m.
Babylon Student Center – Mildred Green Room
Minutes**

In attendance: Dr. Jean Anastasia, Dr. Louis Attinasi, Richard Bliss, Dr. Michael Boecherer, Nicholas Bosco, Pina Britton, Richard Britton, Dr. Philip Christensen, Dr. Donna Ciampa, Jennifer Farquhar, Carissa Forde, Cheryl Gillespie, Dr. Tina Good, Dr. Allen Jacobs, Dr. Alexander Kasiukov, Dr. Roslin Khan, Dr. Dorothy Laffin, Dr. Chris McDougal, Dr. Jeffrey Pederson, Dr. Nathaniel Pugh, Gregory Sarafin, Dr. Christopher Shults, Bridget Young

I am Christopher Shults, Director of Planning and Institutional Effectiveness. The purpose of the meeting today is to give you an understanding of the sort of work that this council will be doing. You each have a binder in front of you. These are foundational documents are designed to help assure that we are able to, as an institution, assess how effective we are. This council will be a working council to assist in the preparation of our Periodic Review next year, as well as the reaffirmation of Middle States. This is a very important council, and I am very thankful that you agreed to serve. (Members were introduced)

EVP Gatta: I would also like to extend thanks to this council and I am looking forward to working with you.

Dr. Shults: The binder contains many documents. It is not my intention to farm out a lot of work, but to introduce you to and to give you resources for our work together. You can take the whole summer to review the documents and if you have any questions, contact me. There is nothing in this binder that cannot be changed.

Dr. Jacobs: Discussed the Comprehensive Assessment Plan for Institutional Effectiveness (CAPIE)

Dr. Christensen: Discussed the importance of the CAPIE.

As many of you will remember, we last hosted a decennial review in 2007. We have almost completed the first five years. The committee, charged by Dr. McKay to review our progress, is preparing a progress report (Periodic Review Report) for submission roughly one year from now, in June 2012. We have been looking very closely at the 14 Standards, but we are particularly concerned with the follow up in the area of inclusive review of the ways in which this institution is reviewing and looking at assessing institutional effectiveness. As Dr. Ciampa and I follow through with this process, we are particularly eager to work with the information and guidance this group can provide so that we can complete the document in the spring 2012.

Dr. Shults: Thank you Dr. Jacobs and Dr. Christensen. Middle States Standards 7 and 14 will be most directly impacted. In addition, Standard 2, which talks about the budgeting and planning and Standard 12, which talks about general education.

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In your binder, you will see a document entitled, "Implementation of the CAPIE." This document is not set in stone. In my final interview here, I asked, "Has the CAPIE been fully implemented?" Having read through the CAPIE, I felt it was a very comprehensive document. I was told that aspects of it had been implemented and some aspects had not. Upon my arrival at SCCC, I wanted to evaluate where we were based on the recommendations of the self-study team report as well as the 14 accreditation standards. This document represents is an attempt to determine specific actions that will assure that we meet the standards. Again, this is not set in stone. We will review the document and if changes are needed, they will be made.

Another thing you will notice is a yearly assessment cycle of student learning outcomes and _____. Program review has allowed us to do an assessment plan every five years, but in accordance with procedures from Middle States and best practices in the field in other areas, it is difficult to put continuous

Dr. Christensen: One of the things that Middle States has made very clear is they are not looking for paradigms, they are not looking for perfect models, but they are looking for evidence of ongoing assessment. I think sometimes, from my experience and possibly from Allen's and Tina's as well, the assessment process has gotten bogged down in trying to be a perfect model. We are talking about ongoing and regular assessment.

Dr. Shults: I couldn't agree more. We already have some academic and non-academic units, who are willing to, in the fall, begin the process.

Finally, the last document in this binder is actually called an "Assessment Manual." This is a collection of best practices from institutions across the country that are recognized as outstanding institutions when it comes to assessment; University of Central Florida, James Madison.

Instead of assessing the effectiveness of colleges directly, the federal government, created a group called the Council for Higher Education Accreditation (CHEA). CHEA provides assessment of the regional accrediting bodies. So wherever you are in the US, you are automatically linked to one of these regional bodies. If you do not have accreditation by one of these bodies, you do not have Title II.

Are there any questions, comments, protests, at this point?

Dr. Christensen: The one thing I might add is that the majority of external accreditation bodies are registered and recognized by CHEA.

Dr. Shults: There needs to be a systematic evaluation process; evaluating at a review stage and a final stage. We have to have rubrics and other _____ so that we are able to show that not only are we doing it, but what we are doing has been evaluated.

I thank everyone for your input and participation and I look forward to working with you.