



**Assessment Advisory Council
May 2, 2013
Babylon Student Center-Mildred Green Room
3:45 p.m. - 5:00 p.m.**

In attendance: Dr. Alex Atwood,, Dr. Caroline Burns, Pina Arcomano Britton, Dr. Donna Ciampa, John Cienski, Dr. Maria DeLongoria, Dr. Roslin Khan, Dr. Dee Laffin, Dr. Carla Mazzarelli, Christopher McDougal, Dr. Jeffrey Pedersen, Dr. Nathaniel Pugh, Dr. Lanette Raymond, Dr. Christopher Shults, Dr. Catherine Wynne

Dr. Pugh welcomed everyone to the meeting and starts by handing out information regarding our the accreditation agencies and asking who in the room knew how many accrediting regions there are in the US and discusses that their main focus is on accountability and quality.

The Council for Higher Education Accreditation, which is located in our nation’s capital, is one of the largest organizations with the largest number of members. Dr. Pugh stated that accreditation” is the review of the quality and accountability” of higher education institutions and programs. Dr. Pugh reminds us that there are six accrediting agencies Northeastern, Middle States, South, North Central, North Western and Western, the largest of those regions being North Central. This region has the largest amount of institutions and the largest amount of student controlling a \$150 billion dollars, otherwise known as Gateway Institutions

Dr. Pugh discussed that we are on warning for Standard 2,3 7 & 14 , however, we are on the line for Standard 7 & 14 both have assessment in common. He asked the group what exactly is “assessment” and what is the difference between evaluation and assessment. The reason we are on warning is because Middle States (MS) is saying that we have not shown them (MS) with credible evidence that we have improved upon what we are doing.

While moving toward the CAPIE he states that standard 7 and standard 14 all have comprehensive assessment in common. He also discussed the difference between assessment and evaluation.

Dr. McKay has put together the Monitoring Report Task Force (MRTF) to work on each of the four standards including a writer for each standard which he is also the chair of which will be implemented by Dr. Mazzarelli and Dr. Pugh.

- Standard 2 Dr. Rebecca Turner Wallace
- Standard 3 Dr. Troy Tucker
- Standard 7 Dr. Jeffrey Pedersen
- Standard14 Dr. Phil Christensen

At this point, the writers have already put together a fundamental outline based upon the elements of each of the standards and they will be meeting with the MRTF, Monday May 6th to go over what they have worked on already. They will be meeting each month to give an update of what they have done in the prior month.

Dr. Pugh then turns over the meeting to Dr. Shults which he started by having the minutes approved from our February 7, 2013 meeting. Once second motion to approved minutes, Dr. Shults goes on to hand out the CAPIE, and discusses the plan moving forward. The CAPIE is being posted on the portal for review for the next month and is the document which starts to launch the work needed to be done within the AAC.

Dr. Shults said that the CAPIE is critically important because it is the assessment plan for institutional effectiveness and institutional effectiveness is all about “are we” or “are we not” achieving our mission. He also discussed the subcommittees that he is forming and would like members to volunteer.

As the AAC revolves and rolls change, Dr. Shults said that the information will be posted on the OPIE website. It is up to the AAC to review yearly to continuously review goals and outcomes.

Dr. Shults discussed institutional goals, institutional objectives and goals and outcomes which he recommends should be reviewed by the end of this fall semester.

Dr. Shults handed out the Matrix which was provided to the BOT during our monthly report.

Dr. Shults stated that we made tremendous progress in the last 10 months and that implementation has to start taking place with assessment on every level. The review process must be in place and the templates which are already in place in the back of the CAPIE. He also stated that Dr. Burns is in charge of assessment. Anyone with questions should refer them to Dr. Burns.

Dr. Pedersen and Dr. Shults have been working on bringing all revisions to the CAPIE together however they are still working on coming up with a more explicit schedule of academic program reviews and unit reviews.

The AAC will be the group to review the CAPIE and make any ongoing changes, as it is a living document which will go through its own assessment. The AAC will decide how often that will be assessed whether it be every 3 years, 5 years etc.

Dr. Shults said that the Strategic Plan will be going before the Board of Trustees on May 16; it is our goal for the CAPIE to go before the BOT also for approval at their June 20th meeting.

Dr. Shults mentioned that there has been a group working with Dr. Mazzarelli which includes Gail Vizzini, Dr. Pugh, John Bullard, Dr. Adams, Dr. Pedersen, Mary Lou Araneo and himself working around the clock on the CAPIE.

Meeting adjourned 5:00 pm.