

**Academic Assessment Committee  
Minutes  
February 21, 2019**

**Present:** Koya Tatsuhito, Wil Rivers, Jessica Spooner, Jennifer Sovde, Mike Newtown, Phil Neisser, Kirk Jones, Cullen Haskins

**Change in Meeting Structure:** From here forward, we'll begin with a set of issues as presented by faculty or members of the committee for discussion. FYI updates follow discussion items.

**I. GER & Middle States Gen Ed Requirements:**

- a. Middle States has a diversity requirement. Our current problem is that ISLO 4 features two subcategories that address diversity to some degree, but programs can avoid those subcategories altogether with our current setup. Faculty have proposed some ideas, but Kirk requested options be discussed with members of the committee before presenting the options suggested by others.

**Discussion:**

**Mike Newtown:** It is difficult to assess these variables (ABET is changing their standards). Additionally, two-year programs only need Social Sciences and Humanities (according to NYS Dept. of Education)

**Possible options recommended by committee:**

- Module Training for Diversity with a quiz (for students at the sophomore level)
- Allowing programs to account for diversity
- Embedding it in pre-existing courses, such as GER courses

**Committee Consensus & Decision:** If we truly care about teaching diversity and ethics, these Middle States Gen Eds should be embedded within the programs rather than being outsourced to other courses.

**II. Competency & Mastery Point Requirements:**

- a. Currently we have a setup in which best practice is that four-year programs have two competency and one mastery point for each PSLO. Best practice for two-year programs is to have one competency and one mastery point. Other institutions are going as low as one mastery point for Middle States Gen Eds (diversity, ethics). Do we stick with our current best practices setup, or shift the standard to accommodate programs struggling with the multi-point system?

**Decision:** For the Middle States Gen Eds “diversity” & “ethical reasoning” only one competency point will be required. This falls in line with other institutions across the state who are implementing plans to account for diversity and ethical reasoning.

**Action Items:** FYI at next faculty assembly – Kirk

**III. Middle States Steering Committee:**

- a. Currently we have a small committee dedicated to standards review for Middle States. However, historically we have had a larger steering committee composed of people from across campus (15 in total it appears) that reviewed standards and assisted with preparing the college for the Middle States Review (in part through mock review). This appears to be created about two years out from the site visit. We're getting close.

**Discussion:** It is time to draft sustainable protocol for how we want to proceed with preparation for Middle States, something not only for this time around, but for the foreseeable future. Which aspects of the previous process worked well historically? Which aspects of this process were problematic?

**Progress: Tabled until next meeting**

**Updates**

**Taskstream:**

Four training sessions this semester are being hosted. Dates below:

**Taskstream Training I: Basics** (measure entry and findings entry)

February 14 (Th)

Location: Wicks 006

Time: 12-1

**Taskstream Training II: Intermediate** (Course outcome entry for new courses/Mapping)

February 28 (Th)

Location: Wicks 006

Time: 12-1

**Taskstream Training III: Curriculum Coordinators** (Program to ISLO mapping/updates)

March 28 (Th)

Location: Wicks 006

Time: 12-1

**Taskstream Training I: Basics** (measure entry and findings entry)

April 16 (T)

Location: Wicks 006

Time: 12-1

**ISLO:**

Another year of the symposia are under our belt. A few minor things to think about:

- Schools are beginning to change their models (roundtable). If you haven't already done so, discuss with your colleagues whether or not this model is the preferred choice.
- Year two remains our most challenging year (thus the discussion about diversity and ethics above). We will be returning to this throughout the year to prepare for the next cycle.
- Please encourage faculty in your schools to consider rubric review for Communication and Critical Thinking.

**AIM:**

- All 17-18 cohort are finished or awaiting peer feedback, except HSMB.
- I have been meeting with the 18-19 cohort individually.
- Coordinators are still struggling with the academic year setup.
- Reviewer rubric was revised during meeting last semester.

**Action Item ~ Kirk:** I will arrange a meeting with the subcommittee to discuss altering the calendar as requested by faculty.

**GER:**

2, 6, 8, 9, 3, 12 are up this year (Phew!).

- 3 & 12 delayed until this year.

**Website:**

Next update should be ready in the next two weeks and will include:

- Updated 2019 Calendar Year Schedule
- ISLO Manual
- Updated GER Methodologies
- Meeting Minutes
- Symposia Data