

Academic Assessment Committee (AAC) Meeting  
November 5, 2015  
12:00-1:00pm  
Nevaldine South Rm. 133

*Present:* Rashid Aidun, Paul Bowdre, Renee Campbell, Patrick Casselman, Jondavid DeLong, Ken Erickson, Marela Fiacco, Kirk Jones, Mike Newtown, Molly Mott, Wil Rivers, Rachel Santos, Doug Scheidt, Jennifer Sovde, Christine Thompson, Sarah Todd, Jennifer Waite,

*Missing:* Tatsuhito Koya,

The meeting convened at 12:00 p.m.

- I. A new sub-committee was formed to craft policies and procedures for assessment. The committee members are Jenn Waite, Kirk Jones, Sarah Todd, and Mike Newtown. There is no timeline or deadlines as of yet.
- II. GER Sub-committee Report:  
The committee has revised the protocols and has a list of things to add to the GER methodologies. The additions need to be approved for the rubric for GER methodologies at the next meeting. Sarah is creating Social Science.
- III. AIM Cleanup Report:
  - a. The report was generally the same as last time, however we still needed to come to a decision regarding the assessments that were not completed/turned in at all in the last round. A suggestion was made to have these programs do their assessments in 16-17 and revise the cycle for those programs. Those whose assessments were not complete due to incomplete data, theirs should be completed again in the next couple of years.
  - b. It was suggested that these incomplete/not turned in assessments should be brought to the attention of the Dean's Cabinet.
  - c. It was discussed and decided that Non-academic assessment will mirror reporting to the Dean's Cabinet. The question arose as to whether there should be end of semester reports to the Deans.
  - d. Non-academic assessments used to be sent to CUSP, however now it also encompasses finance.
  - e. It was decided that for now the non-academic reports will go directly to the Provost, and will in the future potentially go to another VP.
  - f. Reporting will be added into the policies and procedures.
- IV. AIM Orientation:  
This committee has been disbanded. S. Todd will meet with faculty individually as needed.
- V. Program Goals:  
This committee has been disbanded. The purpose was to reset the timeline, which has been completed.
- VI. Open Floor
  - a. Statistics from S. Todd –
    - i. 53% of section assessments are done well
    - ii. 110 sections have not yet been started
    - iii. About 300 courses are started but need work
    - iv. (Have to have an April report)
    - v. 110 or the sections are in SBLA or CSOET, and are mostly adjuncts.
  - b. A plan is needed for course based assessment
    - i. It is not advisable to assess every SLO every semester although a plan is needed for every semester
    - ii. A suggestion was made to stretch all of the SLO's out over a 5-year period
    - iii. The current assessment process is not sustainable
    - iv. Brockport's cycle was 3 years
    - v. The 5-year plan is SUNY's suggestion for the colleges to meet Middle States' requirements
  - c. Assessment is the entire cycle, not just the collection of data
    - i. There was discussion of the cycle of assessment and how the departments/programs should decide themselves how to proceed. D. Scheidt described a PowerPoint presentation he had given involving a step by step process, and that there had been a forum for each school.

- ii. The question was raised if we want to pull this out of TS and into a PowerPoint/forum kind of model? Could this be included in the timeline? One big issue is finding a time for everyone to meet. It was suggested that perhaps just before the new semester starts would be a good time.
  - iii. The conversation moved back to the topic of the assessment cycle and how many of the SLO's should be assessed at one time. Should a minimum baseline be set?
    - 1. ABET is every three years
    - 2. Nursing – all SLO's are assessed every year because of accreditation
    - 3. We are missing on reporting out
    - 4. Maybe we could utilize prep week (the week before the semester starts)?
    - 5. The question arose if the AAC should decide or if the new Policies/Procedures sub-committee should decide. It was decided that the sub-committee will come up with multiple suggestions, draft them out, and bring them back to the AAC.
    - 6. We need a plan for Spring '16
    - 7. It was decided that we will maintain ALL SLO's being assessed for the Spring '16 semester, however this is temporary and will change for the Fall semester forward.
- VII. The meeting adjourned at 12:50pm