

Academic Assessment Committee Meeting  
May 15, 2012  
Faculty Office Building 620

Present: Carli Schiffner, Ken Erickson, Brian Washburn, David Wells, Brian Harte, Alice Reed, Linda Heilman, Stan Skowronek, Sarah Todd, Rashid Aidun, Richard Hu, and Mike O'Connor.

The meeting was called to order at 8:32 a.m.

**Updates on Engineering Science Assessment in the Major Report – 2009-10**

Goals and Objectives were updated based on comments made by Assessment Committee members and an Admission letter from Clarkson which discussed our graduates. The program outcomes were also revised. The reviewers' comments were very different. The student learning outcomes, student advisement procedures, and teaching load analysis need to be addressed.

Major weaknesses noted were career counseling and that elective courses are limited. Enrollment was also mentioned and was low 3 years ago, but is slowly increasing. The reason why enrollment has decreased should be sighted in the report.

The summary should state how the campus will address suggested revisions from the external reviewers. A reviewer from Broome Community College may be included the next time an assessment of Engineering Science is completed.

**Updates on 2011-12 Assessments in the Major –**

Air Conditioning Maintenance & Repair – Stan Skowronek - program review has been sent out to reviewers.

Heating & Plumbing – Marty Clark-Stone – The dean will follow-up with Marty Clark Stone on the program review.

Law Enforcement Leadership – Brian Harte - Review has been completed by the program reviewers and once their comments are returned, Brian will write the summary.

Emergency Management – Mike O'Connor - Mike thanked Brian Harte for sharing how to set up the online review process on Angel. The program review has been submitted to the dean and department chair for their comments. Once Mike receives their approval, the document will be forwarded to the program reviewers.

Business Administration – AS/AAS – Bill Jones - The report is complete and the dean will follow-up with Bill. The reviewers come on campus June 28<sup>th</sup> and the program review needs the dean's approval prior to sending it out to the reviewers.

The meeting was adjourned at 8:55 a.m.

Respectfully submitted,

Sandy Livernois, Recorder