# Non-Academic Assessment Committee Meeting Minutes – Erin Lassial, NAAC Secretary 2PM, Wednesday, Oct. 13, 2021 Teams Meeting

Attendance: Sean Conklin, Derek Converse, Ed Smith, Erin Lassial, Johanna Lee, Andrew Fitch, Kristen

Roberts

Absent: Sarah Maneely, Tonka Jokelova, Lashawanda Ingram, R.J. Thayer, Sarah Todd, Kirk Jones

## A. Middle States:

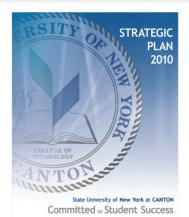
- 1. Feedback on MSCHE Campus Forum:
  - Felt "cookie-cutter" rather than catered to SUNY Canton
  - Presentation style vs. valuable discussion
  - Lacking a question and answer session
  - Information presented was valuable in a validation way, possible valuable more for those not as involved with assessment
  - Approximately 36 people attended the forum
- 2. Self-Study timeline and next steps:
  - Standards working groups will be wrapping up their work for evidence review by the end of October
  - The Evidence Inventory Team will then begin their reviews
- 3. Campus accreditation website:
  - Working to make updates including documents related to the current self-study

# B. 2021-22 Assessment Plans: Setting benchmarks

- 1. Aligning to CAS Student Learning Outcomes (SLOs) & institutional mission and goals
  - Reflecting and aligning goals and mission to the institutional goals and outcomes is not about changing the intention, but rather just making sure the language is clear and reflective
  - Pulling in CAS SLOs
  - Setting benchmarks for yearly measures and assessment plans
  - Implementing formal satisfactions, unit of success, unit of change

Resources: Institutional Goals - <a href="https://www.canton.edu/media/pdf/Strategic Plan.pdf">https://www.canton.edu/media/pdf/Strategic Plan.pdf</a>

Non-Academic Student Learning Outcomes – CAS Standards book (Contact Johanna Lee)



#### **Seven Major Goals:**

- 1. ( Promote Academic Excellence
- 2. ( Improve Operational Effectiveness
- 3. ( Optimize Enrollment
- 4. ( Drive Decisions with Relevant Information
- 5. ( Create a Robust, Active, and Enriching Student Life
- 6. ( Focus on Sustainability
- 7. ( Build Greater Awareness of SUNY Canton (

# 2. Examples

- Residence Life document reporting timeline through Maxient software
- Review questions—benefit of being timely? Who is involved? What else does this measure target?
- Tracing back to strategic institutional goals of (list the specific goals) Or learning outcomes
- Qualitative Data collection in feedback (student feedback) can be related to outcomes of student learning

## C. Next Steps

- 1. Email to update non-academic areas about this year's assessment plans
- 2. Schedule drop-in sessions
  - Library Classroom –
  - Just writing the plan. Having the paper workbook so technical challenges do not prohibit them from getting work done
  - 3 NAAC representatives at each walk-in session
  - Johanna will send doodle poll to schedule these sessions
  - Have Andrew present to help reflect on student perspective and possibly frame things to capture that

#### D. Resources

- 1. One Drive
- 2. Website

## E. Meeting Schedule:

Date	Time	Location
11/10/21	2PM	Teams
12/8/21	2PM	Teams
1/12/22	2PM	Teams

2/9/22	2PM	Teams
3/9/22	2PM	Teams
4/13/22	2PM	Teams
5/11/22	2PM	Teams
6/8/22	2PM	Teams