Academic Assessment Committee  
October 6, 2010  2:00 pm  
CTE – E-210

MINUTES

Attending Members: Maria Tereza Dyer, Ric Segovia, Liz Brindise, Maxi Armas, Tom Porebski, Annette Jajko, Carol Lynch, Mary Casey-Incardone, Will Edwards, Mary Ann Tobin, Maureen Musker  
Attending Guests: President Granados, VP Latham, VP Stabile

A. September meeting minutes approved (Tom Porebski/ Mary Ann Tobin)

B. Discussion of HLC response

For the duration of the meeting, we discussed how to move forward regarding academic assessment as well as the role the committee should play in those efforts. Some key points included:

• Tying program assessments more closely to the budgeting process
• Strengthening the links between the program and institutional levels
• Analyzing patterns that may result from program assessments
• Dealing with program assessments that do not fall within the boundaries of our current system
• Establishing a common focus for program assessments in a given academic year, a focus that would correspond to the Master Plan
• Enlisting deans and chairs in the effort and keeping them in the loop
• Using data we already collect
• Including IS in the linking process
• Bringing more programs onboard

Action items:

• At the next meeting, discuss the establishment of a sub-committee to look strengthening the links
  ▪ Go through Criteria #3
  ▪ Extract key initiatives from the Master Plan for links
  ▪ Review the Executive Summary of the Master Plan

• Develop assessment options for programs, some of which may lead to cohorts
  ▪ Review General Education outcomes
  ▪ Create “default” templates to simplify the process
  ▪ Establish more information sharing mechanisms

Next Meeting – November 3, 2010 from 2-3 pm in the CTE.

Submitted by Maureen Musker.