

CAMPUS ACADEMIC ASSESSMENT COMMITTEE

Sept. 27th, 2010 3:00 – 4:15 p.m.

RAYMOND HALL 8th Floor Lounge

AGENDA

Members Present: Bruce Brydges (Chair), Alan Hersker, Donna Mosier, Debbie Anderson, Jim German, Kirk Severtson, David Curry, Lawrence Brehm, Joanne Stiles, Heather Sullivan-Catlin, Robin Collen, Peter Brouwer, Michael Sitton, Steve Marqusee, Rick Miller, Sissy Brown, Lisa Wilson, Phil Neisser

Regrets: Mark Huff, Brian Ladd, Kathy Valentine, Maureen McCarthy, Robert Badger, Celine Philibert, Robyn Hosley, Joel Foisy

WELCOME: Bruce Brydges extended a welcome to all present.

BUSINESS:

Minutes of Meeting May 5th, 2010

1. Minutes at http://www.potsdam.edu/offices/ie/assessment/upload/CAAC-Minutes05_05_10.pdf
2. Middle States Self Study update - Jim German
 - The Self Study Design Document was approved and is posted on the IE and Provost websites <http://www.potsdam.edu/offices/ie/upload/MSCHE-Self-study-Design-Documents-FINAL-3.pdf>
 - Jim welcomed comments
3. Middle States Self Study Standard 14 – Student Learning Assessment update – Brydges
 - A process was discussed to assist the Standard 14 working group with input and data from the Campus Academic Assessment Committee
 - Suggestion to capture information from as broad a group as possible
 - It was suggested that an initial survey followed by a focus group to discuss survey outcomes
 - Format suggestion for survey was open ended questions ensuring anonymity
4. NSSE 2010 Report – Review Data Presentation and Trends: Brydges
<http://www.potsdam.edu/offices/ie/surveys/nsse.cfm>
 - IR Office is pleased with student response to last year's NSSE survey however requests faculty for senior seminars to encourage and facilitate full participation by seniors.
 - Bruce is available to present data to Departments and programs particularly if assessment plan is using NSSE data as indirect assessment method.
 - Major reports are now posted on IE website

- Several departments and programs have requested more specific results for their major and by supplying P numbers for seniors enrolled Spring 2010, these data can be disaggregated into a specific report. (An $n \geq 15$ is recommended)
5. Assessment of SUNY Potsdam's Gen Ed student learning outcomes Report for PI, ML, FM, PE, WC, SB, SP and LB - Brydges
<http://www.potsdam.edu/offices/ie/assessment/upload/GenEdAssessment-Sp2010.pdf>
6. Professional Development Opportunities and Report:
- Understanding Assessment Results Webinar with Dr. Linda Suskie –
 - i. Al Hersker and Debbie Anderson reported on information shared by Dr. Suskie during this 1 ½ hour workshop.
 - ii. The webinar will be made available by WEAVE on-line and information regarding this will be forwarded to the CAAC
 - Fostering a Culture of Assessment on Campus with Dr. Linda Suskie at SUNY Canton – October 1st
 - i. Seven faculty have registered for this day-long Workshop and information will be shared with CAAC members following the workshop
7. Assessment Reports and Action Plans 2009-2010 due now.
➤ Please forward these in an email as attachments to brydgebc@potsdam.edu
8. Department/Program Assessment Plans AY 2010/2011 due real soon (Oct. 1st)
➤ If you need last year's word documents to update, please request from the Office of Institutional Effectiveness.
9. Other Items

Middle States Commission on Higher Education Recommendations for Assessment:

- Keep assessment useful.
- Keep things simple – especially in terms of time.
- Value assessment.
- Just do it!

Next Meeting: December 15, 2010 3:p.m. Agenda – review and validation of Standard 14 Assessment of Student Learning Report and Recommendations