

CAMPUS ACADEMIC ASSESSMENT COMMITTEE

Tuesday May 13, 2014 2:30 – 3:30 p.m.

Raymond Hall (8th Floor)

AGENDA

Members Present: Bruce Brydges (Chair), Glenda Morales-Hanley (Co-Chair), Judy Singh, Sissy Brown, Rick Miller, Alan Hersker, Iggy Beerbower, Jason Schreer, Greg Gardner, Anthony Molinero, Debbie Conrad, Kathy Valentine, Michael Nuwer, Kristen Van Hooreweghe, Jim German, Rob Badger, Tom Baker, Katie Jeror, Blair Madore, Liliana Trevizan, Michael Schaff, Nelly Case, Lawrence Brehm, Phil Neisser, Carol Rossi-Fries, Melissa Cummings, Heather Sullivan-Catlin, Kimberley Bouchard, David Heuser, Steve Marqusee, Peter Brouwer, Debbie Anderson, Stephanie Marcotte

Regrets: Lora Lunt

WELCOME:

Bruce Brydges extended a welcome to all present members

BUSINESS:

1. Welcome and Review of CAAC Mission
 - **refer to power point presentation**
 - **the Office of Institutional Effectiveness is planning on sending a survey to Assessment Coordinators to solicit feedback and input on purpose and mission of the Campus Academic Assessment Committee.**

2. Mini-grant and preliminary report from this year – E. Watson
 - **Judy introduced Eudora Watson as one of the winners of this year's mini-grant**
 - **Eudora introduced herself as a two time alum and gave an overview of testing and improving teacher candidates written expression scores on the Content Specialty Exams**
 - **refer to power point for an overview of her presentation**

3. Assessment Mini-Grant Announcement -- Possible changes/updates
 - Discussion – Assessment Mini-Grant Process
 - **Judy indicated very few proposals have been submitted the past three years for the mini grants**
 - **Judy said that the purpose of assessment is to improve assessment and student learning outcome achievement in areas that departments are struggling in**
 - **CAAC Assessment Mini Grant Committee brainstormed possible ways to increase proposals -- considering changing the deadline, possible course release, support and assistance from the OIE office to meet with departments as they write the grant, execute the grant, etc.**
 - **Blair Madore suggested that we think like faculty when creating a deadline – not to have deadline at the end of the semester when faculty are extremely busy**

- **Larry Brehm – indicated that his department could use the money to do field testing—Bruce and Judy suggested he submit a proposal**
 - **Kathy Jeror suggested to have the initial deadline be end of September but remain open until end of the semester – until all grants have been allocated**
 - **Everyone received a handout of the mini-grant guidelines**
4. Assessment of SUNY Potsdam’s Gen Ed student learning outcomes Spring 2014 for (FC/IL), (FS/IL) (SI), (AH), (XC)– Assessment data due May 21st .
- Gen Ed Assessment Sub Committee working this summer on updated Faculty Gen Ed Handbook.
 - **Glenda directed the faculty to designators and due dates and also let all know that they are hoping to do some work on the faculty handbook**
 - **refer to power point**
5. NSSE
- Spring 2014 – all First Year and Seniors - Update (as of May 7th Response Rate =26.0%)
 - Extended Use of NSSE Data
 - **refer to power point**
 - **It was suggested that we work with the RA’s and various clubs to get a higher response rate and Glenda stated that she has been working with Eric D.**
 - **Glenda stated that we still want to have a department incentive – open to suggestions**
 - **We would like to increase the usage of NSSE data -- will be posting more statistical reports versus just summary presentations;**
 - **Glenda also indicated the desire to hold focus groups with students regarding the NSSE results (i.e. sophomore focus groups with students who completed the NSSE the prior year)**
 - **Glenda also discussed the option/opportunity for classes that do data analysis/survey projects to take advantage of the large amount of data already available (NSSE data starting from 2003) and perhaps have student-led focus groups**
6. Surveys Next Year
- CIRP Summer 2014
 - NSSE Winter/Spring 2015
 - SOS (Student Opinion Survey) Spring 2015
 - **Judy – refer to power point for upcoming surveys and dates**
7. Website Updates
- **Bruce directed all to our website and noted the up and coming implementation of – Administrative Unit Assessment Planning, and Reporting**

8. Assessment Reporting Cycle

- **Glenda reminded those who have upcoming Assessment Reports due on September 30th those being:**
- **Sociology**
- **Philosophy**
- **Physics**
- **Politics**
- **Psychology**
- **Music Theory**
- **Theatre/Dance**
- **Music History**
- **Music Composition**
- **Music Performance**
- **Music Business**
- **Study Abroad**

9. Other

- **Bruce thanked everyone for coming during this busy time and extended best wishes for the summer.**
- **Next Meeting – Tentative September 23rd 3:00 p.m. - location TBA**