

**SUNY POTSDAM – CAMPUS ACADEMIC ASSESSMENT COMMITTEE
VISIT WITH WILLIAM N. RUUD, SHIPPENSBURG UNIVERSITY**

Minutes - 10/12/2011

2:00 P.M. Satterlee 117

Members Present: Bruce Brydges (chair), Alan Hersker, Jason Schreer, Mark Huff, Maureen McCarthy, Debbie Conrad, Kathy Valentine , Michael Nuwer, Lisa Wilson, , Jim German, Katie Jeror, Celine Philibert , Michael Schaff, Rebecca Gerber, Don Straight, Dennis Conrad, Michael Sitton, Steve Marqusee, Peter Brouwer, Phil Neisser , Debbie Anderson, Jill Pearson, Rick Miller, Jenica Rogers, Sissy Brown

Regrets: Greg Gardner, Anthony Molinero, Vicki Hayes, Lisa Amati, Joel Foisy, Lawrence Brehm, Richard Williams, Judy Singh

1. **Welcome and Introductions:** MSCHE Self-study Co-chairs Jim German and Chip Morris
 - Jim announced that Dr. William N. Ruud, the President of Shippensburg University and chair of the Middle States visiting team was here for a preliminary visit and to tour the campus. The team visit will be in March/April.

2. **An Historical Perspective:** A short re-cap of assessment of student learning outcomes since 2002-2003 and the last Middle States visit. - Rick Miller
 - Rick presented a brief history of the assessment process evolution over the last 10 years
 - Spring 2002 we had MSCHE visit
 - At the early stages of assessment the component changes Gen. Ed assessment, student learning outcomes & standards
 - A program review structure for SUNY was mandated with a focus on assessment/teacher ed. program reviews
 - 7 year program review was set up and cycled with an outside peer assessment component
 - Middle states recommendation of NSSE was embarked on (10 yrs. of data)
 - Early days Institutional Effectiveness model was IR office and later divided into assessment and Institutional research when Bruce Brydges was hired as the Director of Academic Assessment
 - During several years starting back in 2005, the Council of Chairs had regular discussions and professional development on the assessment of student learning. In 2008 the Campus Academic Assessment Committee (CAAC) was created with representation from all Departments and Programs. Chairs were asked to encourage faculty to take on responsibilities as Assessment Coordinators for each Department/Program and regularly attend CAAC meetings.

3. **A brief review:** Of Campus Academic Assessment Committee activities and evidence of a culture of assessment of student learning outcomes at SUNY Potsdam – Bruce Brydges
 - Purpose of the Campus Academic Assessment Committee
 - Meeting agendas and minutes
 - Best Practices in Assessment Presentations
 - New Assessment Mini-Grant Program AY 2011-2012
 - **Refer to power point presentation**

4. **Questions and Discussion:** With Dr. William Rudd, President of Shippensburg University, PA and Chair of the Middle States Commission on Higher Education accreditation visiting team.
 - Thanked everyone for accommodating his schedule and he was here about the success of SUNY Potsdam
 - He is here to be fair and help celebrate the success and challenges
 - Outcome model for the last 25 years is a continuous improvement model.
 - Encouraged everyone to extend academic assessment to the rest of the college
 - Standard 7 and 14 are the main challenges institutions face
 - Encouraged to share things they have tried and failed and tried again
 - Peter asked suggestions on Unit assessment – Dr. Rudd’s recommendation was to pilot an area and grow this into larger and larger unit assessments.
 - Dr Rudd also stressed be careful not to over-assess.
 - Dr. Neiser stated that it was unnerving that we are always being required to do more and it takes away from teaching. Dr Rudd’s response was the world of assessment is not all graphs & charts and told the committee that it is their accreditation too.
 - Dr Rudd told the committee to feel free to contact him at any time leading up to the visit in March/April 2012.