

## SUNY Delhi Assessment Committee

Thursday, June 5, 2014

12:00 – 1:50 Café on the Green

Present: Steve M, Steve T, John P, Pam P, Monica L, Joan E, Adrien C, Jackie H, Christina V, Julee M, Michael B., Nancy S

Guest: none

### Agenda:

1. Minute person--- Erickson
2. Welcome new members: Julee Miller and Mike Branigan
3. Approval of March minutes---Tucker, McKeegan, all
4. Information Management Survey by Pam P.
  - Need someone to analyze results
  - 87 responses, created through 3 accounts on Monkey Survey
  - Adriene and John P will access the SM accounts to retrieve and analyze the results
  - Where and how to assess the entering freshmen
  - Word processing: entry level OK, no particular addressing in advanced skills
  - EXCEL & Powerpoint: varying opinions on students' skills
5. Assessment Day Feedback
  - 18 responses
  - Liked the opportunity to meet within department; not necessarily a program meeting
  - Tucker: his department liked having this day/slotted time to enter data
  - J. Miller on Civic Engagement: topics don't necessarily reflect the activities in Hosp. program. Think to broaden the CE activities and how to assess them in the Hosp Repository.
  - McKeegan and Clifford: redundant questions in the annual assessment report in Comp Assist. Liddle explains it is due to the layout in Excel format
  - Miller: can we fix the repetitive "Edit" functions in each box when entering data in Comp Assist. Liddle will ask Comp Assist to modify the feature
  - Afternoon Sessions: Hosp and Busi assigned faculty to attend various workshops.
  - Suggestion for next year: Have a common workshop in the morning, and then have break-out workshops. In January we will just offer workshops. In June we will do both workshops and assessment reporting.
  - Nonacademic Assessment: Lori O. offered a session on counseling, with 5 attendees. Sohns/Schewidenbach's workshop had 5-6 attendees, similar attendance with Bill Burke's. Viafore presented CADI's assessment and it linked to the program goals. Liddle will look into how nonacademic's assessment is done in comparison with academic side. She will draw upon Tucker's and McKeegan's reports on assessment. All these assessment results should eventually correlate to the Institutional Effectiveness Plan. These ideas/details need to be revisited in Fall 2014-→we should form a small task group to determine how to incorporate academic, nonacademic (student life, CADI, etc.) and relate to strategic planning of the college. We should also collaborate with Strategic Planning 2015-2020.
    - Pam, Jeff, John P., and Christina V. and Backus are assigned to the afore mentioned task group
6. Steven Tucker is nominated and elected as the co-chair of the Assessment Committee for the 2015-2017 term, motioned by Miller, Liddle, and approved by all

## 7. Graduate Survey

- Put it on Delhi's website? Victor will conduct and collect the survey. But who and what agency is responsible for maintaining this survey? Should it be Alumni's responsibility? Liddle will ask who should be collecting and maintaining the graduates' contact information, and streamline the questions across all programs. Tucker collects grads' info for his program, so does McKeegan and Branigan with their program graduates
- How do we get the 5-yr data? Let's start by addressing the following questions: **What** is the process to collect? **Who** should be doing it? **What questions** to ask across all programs, then tailored by each specific program? **Make recommendations** based on collected information to the Deans Council

## 8. College-Wide SLOs

- Should be ready to go to the Faculty Senate in the fall
- Hold off on the critical thinking assessment until presented and approved by FS
- Look through the program reports and feedback first before we collect assessments on CW SLOs
- CW SLOs should be linked to the [current] Strategic Planning (2010-2014)
- Not every discipline is able to address every CW SLO
- Will assess graduates' response regarding the CW SLOs

## 9. Fall 2014 meeting time

- Doodle poll on meeting time
- potentially 8am

Meeting adjourned at 1:50 pm

Respectfully submitted by J Erickson.