

**Academic Assessment Committee
Minutes for October 5, 2009**

In attendance: B. Hosch, T. Jarmoszko, J. Jones, K. Larsen, C. Menoche, J. Mulrooney, A. Pozorski, E. Retelle, H. Wang, Carol Morano (guest)

Meeting was called to order at 3:40 p.m.

Approve minutes for the September 21, 2009 meeting.

Update of 2008-09 Program Assessment Report

Academic departments submitted electronically their program reviews by September 28, 2009. The percentages of submitted departmental reports are: 72% undergraduate reports; 45% Graduate; 61% in total. There was discussion how to honor departments that have sent in quality reports and how to motivate others. It may take another year of support from the AAC for some departments to improve their reporting standards and format.

Finalize Review Plan

The review for program assessment reports was discussed. The Committee considered but rejected the notion of providing feedback to all programs again in 2009-10 (as was done in 2008-09) because of the heavy workload involved in responding. The committee agreed to review about 30 reports and provide feedback by early February to allow programs the opportunity to make adjustments. Programs with very good reports may be asked to share their "model" with others struggling with their submittals.

It was decided that AAC will review at least six reports at each of the next four meetings. At this rate, 24 reports will be completed by December 24, 2009. How to proceed will be discussed at each meeting, so the process may evolve. The rubric will be updated and some basic guidelines will be included for the Committee members. B. Hosch will put all of last year's reports online. Committee members will be prepared to discuss six departmental reports at the next meeting.

B. Hosch will send out a set of six departmental reports to all members with a link to last year's reports, feedback letters and rankings. An electronic copy of the evaluation rubric will also be included. B. Hosch will have an assessment link as well.

Review draft of the CCSU General Education Learning Outcomes 2008-09 Performance Report

B. Hosch reviewed a draft of the CCSU General Education Learning Outcomes 2008-09 Performance Report. The initial page has summaries of the four assessment tools for general education goals for learning outcomes: (1) National Survey of Student Engagement (NSSE), (2) CSU System Alumni Survey, (3) Collegiate Learning Assessment (CLA), and (4) Direct Measurements by Faculty (data from reports received from faculty). AAC members are asked to review this report and send in their comments regarding areas to include or deemphasize. Please send in your comments by January. B. Hosch suggested that, in the future, this report may be sent to the Curriculum Committee, as well as a background document with the assessment reports to the BOT. It may also be an attachment to the report to the Faculty Senate.

New Business

A. Pozorski suggested that, some time in the future, interdisciplinary programs such as study abroad, the honors program and FYE be included in the program review process. B. Hosch reported that there are some data on the Honors Program and FYE that he will share with the AAC. This may be something that can be done in the long term.

Meeting adjourned

The meeting was adjourned at 4:50 p.m.

Next meeting will be Oct. 19, 3:30 to 5:00 p.m. in the 1849 Room, Student Center.

Respectfully submitted,

Carol Morano

Meetings for 2009-10 are listed below.

Day	Date	Start	End	Location
M	9/21/2009	3:30 PM	5:00 PM	SC 1849 Room
M	10/5/2009	3:30 PM	5:00 PM	SC 1849 Room
M	10/19/2009	3:30 PM	5:00 PM	SC 1849 Room
M	11/2/2009	3:30 PM	5:00 PM	SC 1849 Room
M	11/16/2009	3:30 PM	5:00 PM	TBA
M	12/7/2009	3:30 PM	5:00 PM	SC 1849 Room
M	12/7/2009	3:30 PM	5:00 PM	TBA
M	3/1/2010	3:30 PM	5:00 PM	SC 1849 Room
M	3/15/2010	3:30 PM	5:00 PM	SC 1849 Room
M	4/5/2010	3:30 PM	5:00 PM	SC 1849 Room
M	4/19/2010	3:30 PM	5:00 PM	SC 1849 Room
M	5/3/2010	3:30 PM	5:00 PM	TBA