

# Academic Assessment Committee

## Minutes for September 30, 2013

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### In attendance:

C. Anderson, N. Mijid, B. Kjell, C. Broadus-Garcia, D. Mitchell, M. Fallon, J. Sikorski, N. Hoffman, S. Jones, Y. Kirby, K. Larsen, J. Mulrooney, C. Morano (guest)

J. Mulrooney reviewed the following and suggests committee members take time to read through them:

- Evaluation Rubric for Assessment Report for 2012-13
- New score sheets for Assessment Rubric reports for 2013-14
- Program Review Assessment Report Calendar

The Program Review Report Calendar shows that the Committee will evaluate 21 programs for 2013-14. On the spreadsheet, "CR" stands for "complete report" for programs handing in a full review. "PCR" means "partial committee review" for those programs **not** slated to hand in a full report at this time. All members are to review the "CR" reports; J. Mulrooney will assign members to review the "PCR" reports.

The new score sheets for Assessment Rubrics and how to use them was discussed. Rubric scores will now be inputted online at: <https://survey.ccsu.edu/TakeSurvey.aspx?SurveyID=mlK04m94>

As a training exercise, J. Mulrooney will forward the Theatre Department's assessment report for members to read and score. Please input your rubric scores by Friday, October 11. Then the following Monday, October 14, scores will be analyzed and sent to everyone. At the October 21 meeting, there will discussion on the process and outcome.

C. Broadus-Garcia has updated the rubric language on the Evaluation Rubric for Assessment Reports for 2012-13. A subcommittee will meet to finalize the changes on this document (Mulrooney, Broadus-Garcia, Hoffman, and Kirby).

The first "brown-bag" session will be on Thursday, November 14, in the Blue and White Room, Student Center. Scoring rubrics will be the featured topic. Please submit ideas for future sessions. It was suggested to formally invite faculty involved with program reviews for the 2013-14 year to attend this year's "brown-bag" sessions.

The next meeting will be October 21 in the 1849 Room at 3:05 pm

Meeting adjourned at 4:30 pm

Respectfully submitted,  
Carol Morano

### Committee Meetings 2013-14

Day	Date	Start	End	Location
Monday	October 21, 2013	3:05 PM	4:20 PM	Blue & White, SC
Monday	November 4, 2013	3:05 PM	4:20 PM	Barnard 108
Monday	November 18, 2013	3:05 PM	4:20 PM	Barnard 108
Tuesday	December 2, 2013	3:05 PM	4:20 PM	Blue & White, SC
Monday	December 16, 2013	3:05 PM	4:20 PM	1849, Student Center

Monday	February 3, 2014	3:05 PM	4:20 PM	1849, Student Center
Monday	March 3, 2014	3:05 PM	4:20 PM	1849, Student Center
Monday	March 24, 2014	3:05 PM	4:20 PM	Blue & White, SC
Monday	April 7, 2014	3:05 PM	4:20 PM	Blue & White, SC
Monday	April 21, 2014	3:05 PM	4:20 PM	Blue & White, SC
Monday	May 12, 2014	3:05 PM	4:20 PM	Barnard 108
Monday	June 9, 2014	3:05 PM	4:20 PM	Barnard 108
Monday	June 23, 2014	3:05 PM	4:20 PM	Barnard 108