



**Assessment Advisory Council (AAC)
September 20, 2018
Life/Science Building Room 113
Ammerman Campus
3:45 pm-5:00 pm**

Minutes

In attendance: *Dr. Alexander Atwood, Dr. Iaroslava Babenchuk, Nicholas Bosco, Dr. Courtney Brewer, Theresa Dereme, Dr. Karen Dovell, Michael Forte, Dr. Robin Hill, Dr. Alexander Kasiukov, Amy Mueller-Seal, Dr. Jeffrey Pedersen, Dr. Jean Nicolas Pestieau, Mary Reese, Dr. Lauren Tacke-Cushing, Christina Vargas*

Co-chair Jill Thornton welcomed members to the meeting. She announced that she will be serving as the new academic co-chair, and Dr. Patty Munsch will be replacing Dr. William Tucker as co-chair for AES units. Co-chair Thornton thanked Drs. Anastasia and Tucker for their hard work in making sure the college moved forward with assessment over the past few years.

Dr. Helen Wittmann called for a vote to approve the April 26, 2018 meeting minutes. The minutes were unanimously approved.

On behalf of President McKay, VP Jeffrey Pedersen thanked everyone for their commitment to the AAC and assessment at the college. He continued that the AAC along with the Strategic Planning Council hold the compliance piece, which is essential to the accreditation process. VP Pedersen reminded the group that if a colleague was interested in joining the AAC they should contact him or Executive Director Greene, and he would forward the recommendation to Dr. McKay for approval. VP Pedersen thanked Drs. Tucker and Anastasia for leading the assessment team through the college's past accreditation issues.

The co-chairs took a few moments to review new member resources, introduce subcommittee co-chairs, and discuss a few assessment ideas for the academic year. Co-chair Thornton believed that developing a "guide sheet" for reviewers would help to provide more comprehensive and useful feedback for academic departments and AES units. Co-chair Thornton and Dr. Courtney Brewer also shared the idea of developing an online resource or community page for departments and offices in the midst of assessment. They suggested to not only use BlackBoard to post all the assessment reports along with templates, but to add discussion boards and a possible blog where members of the college community could post, have questions answered, and obtain assessment resources. The co-chairs thought it might also be beneficial if there was a yearly assessment of the AAC charge to determine the council's effectiveness.

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Central Administration
533 College Road
Selden, NY 11784-2899
(631) 451-4112

Ammerman Campus
533 College Road
Selden, NY 11784-2899
(631) 451-4110

Grant Campus
Crooked Hill Road
Brentwood, NY 11717-1092
(631) 851-6700

Eastern Campus
121 Speonk-Riverhead Road
Riverhead, NY 11901-3499
(631) 548-2500

Dr. Munsch noted that last year, the council merged the two AES subcommittees into one since the council was no longer responsible for reviewing Program Reviews.

Associate Professor Bosco noted that the subcommittee's revised rubric helped to increase inter-rater reliability and was a means for the assessors to provide more feedback. In addition, the increased number of committee members eased the amounts of assessments to review. Associate Professor Bosco mentioned that after all the hard work of subcommittees reviewing assessment reports, he wondered if anyone was actually reading them and suggested to possibly have an automatic message sent asking for feedback.

Co-chair Greene briefly discussed the launch of the College's 2020-2027 strategic planning initiative and focus groups.

End of general session was at 4:25pm when the subcommittees went into breakout sessions.