

Academic Assessment Committee

Meeting Minutes November 5, 2018 Sprague Room, Student Center

Present: C. Broadus-Garcia, M. Kruey, M. Anton, S. Clapp, M. Fallon, R. Kirby, M. Nunn
Y. Kirby (via conference call)

Meeting Called to order at 3:10 p.m.

I. Chairperson extends welcomed Y. Kirby who attended the meeting via conference phone call.

II. Minutes of October 22 meeting were reviewed for revisions and were unanimously approved.

III. Old Business

Chairperson Broadus-Garcia thanked everyone for their attendance and reminded everyone that we all need to attend all meetings so that we can progress with important AAC work.

IV. General Education Assessment Initiative (MSC-model) Update

- A. Gen Ed Assessment Initiative update was given. Dr. Broadus-Garcia announced that a representative group of faculty from the various science departments, including Biology, BMS, Chemistry, Physics, and Earth Science as well as Mathematical Sciences, met on Nov. 1st to discuss the prospects of a 2018-2019 pilot for the assessment of LO#3 during. No decisions were made and a subsequent meeting will be planned. All AAC members are welcome to attend future Gen Ed Assessment meetings and participate in the decision-making process.
- B. January 17-18, 2019 will be next GenEd Assessment Scoring retreat. Further details are forthcoming. Dr. Broadus-Garcia asked AAC members to consider scoring at the January retreat.

V. Scoring of Philosophy B.A.

Discussion regarding the process of hand-scoring was reiterated. AAC members discussed the scoring results of the B.A. in Philosophy report. Discussion also included comments about the difference between the MSC model and individual departments' assessment processes, specifically in regards to the assessment of CCSU's General Education Learning Outcomes. Discussion regarding the data, analysis, use of results and General Education sections followed.

VI. New Business

A. Departmental Feedback letters

Thirty-four reports will be scored this year by the AAC. In the past, the AAC chairperson has had the sole responsibility for writing the letters. Beginning this year, AAC members will participate in writing the feedback letters to the departments. Each member will be responsible for writing two letters. AAC members who are appointed by Deans will only contribute letters to programs outside their school. After the letter is completed, it will be sent to the AAC chairperson. Then, the formal letter will be sent out from the assessment@ccsu.edu email address, signed by the AAC Committee.

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B. Electronic Scoring via Taskstream

Richard Kirby is getting access to Aqua for AAC members for electronic scoring of assessment reports. All future reports will be scored via Aqua.

C. Accredited Program Reporting Format was reviewed. Yvonne Kirby, Director of OIRA, requested that this information be disseminated

D. Next AAC meeting will take place on November 19th in the Sprague Room. We will be scoring B.S. in Cyber Security, B.A. in Information/Graphic Design and one additional report to be determined via email. The Nov. 5th agenda stated that reports should be scored and submitted on 11/19/18 by 8:00am to Richard Kirby, OIRA Analyst, at rkirby@ccsu.edu.

Meeting adjourned at 4:05 p.m.

Submitted respectfully,
Martha Kruy
Secretary