



**Assessment Advisory Council
February 1, 2018
Life Science Building Room 113
Ammerman Campus
3:45 p.m. - 5:00 p.m.**

***In attendance:** Kaliah Greene, Dr. Jean Anastasia, Dr. Helen Wittmann, Dr. William Troy Tucker, Dr. Alexander Atwood, Dr. Iaroslava Babenchuk, Nicholas Bosco, Dr. Courtney Brewer, Dr. Caroline Burns, Suzanne Dela Raba, Theresa Dereme, Dr. Karen Dovell, Dr. Robin Hill, Dr. Alexander Kasiukov, Amy Mueller-Seal, Dr. Patty Munsch-Eibeck, Dr. Jeffrey Pedersen, Mary Reese, Rachel Schmidt, J.D., Dr. Lauren Tacke-Cushing, Denny M. Teason, Jill Thornton, Christina Vargas*

After the welcome, Dr. Wittmann called for a vote to approve the November 2, 2017 meeting minutes. The minutes were unanimously approved without changes.

Dr. Lauren Tacke-Cushing shared that the Middle States Self-Study Report had been completed and expressed her thanks to those who provided valuable input throughout the process. She continued that after various edits, the nearly 270-page document had been sent to the Middle States Evaluation Team. Dr. Tacke-Cushing noted that eight recommendations have come out of the Self-Study, and stated that the report would be available on the College's website shortly. Dr. Tacke-Cushing continued that she would keep the College community apprised of the visiting team's schedule, and asked members and chairs to leave their schedules open March 18th through March 20th for impromptu meetings.

Dr. William Tucker gave an update on AES annual assessment. He reminded the Council that the AES subcommittee reviews 39 plus units each year. He continued that approximately 84% of this year's annual assessments have been completed, and the overall quality is 3.0 (meeting standards) which is up from 2.6 last year. Dr. Tucker noted that using Survey Monkey as a data uploading tool made the process much easier.

Dr. Jean Anastasia briefly discussed the advantages of combining both academic subcommittees this year. She, along with Nick Bosco revised the rubric to accommodate the new form. To date, 47 reports have been submitted and each report has been reviewed by two subcommittee members (94 reviews in total). Dr. Anastasia continued that there were some changes since 2016-2017 as they added "meeting" and "exceeding expectations" instead of just "approaching" or "meeting" in the program reviews.

Dr. Wittmann provided an update on the CAPIE. She noted that there were a few changes submitted by Academic Affairs regarding timelines, and she is in the process of reaching out to

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others about additional revisions and/or edits. Dr. Wittman noted that once all changes are made to the CAPIE, it will be distributed to AAC and JPAC members for comment, finalized, and posted on OPIE's webpage. Dr. Jeff Pedersen, VP for Planning added that Middle States suggests that the CAPIE should evolve with the institution.

Executive Director Kaliah Greene reminded members that the next AAC meeting is scheduled for Thursday, April 26th. She noted that the co-chairs are working on the various proposed Council changes discussed at previous meetings. ED Greene also discussed putting in place a new member orientation so that members fully are aware of the mission of the AAC, member roles and responsibilities, etc.

Dr. Pedersen announced that the College's current Strategic Plan ends in 2020, and the Planning office has started the architecture for the 2020-2027 plan.

Meeting was adjourned 5:00pm.

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