

Academic Assessment Council (AAC)

Meeting Notes
September 8, 2020

In attendance: Stanley Bazile, Associate Provost Brown, Jane MacKillop, Anne Rothstein, Evan Senreich, Don Sutherland, Devrim Yavuz (via Zoom)

The meeting started at 2:02 PM

Welcome & Updates:

Associate Provost Brown welcomed the AAC back to campus. He shared the report he had provided to the Senate on September 2. The report was subsequently emailed to the AAC. He noted that COVID-19 had disrupted assessment and assessment activities. He announced the Devrim Yavuz will be the Academic Assessment Fellow. Lehman College will be undertaking a search for a Director of Strategic Planning, Assessment, and Institutional Research.

AY 2020-21 Assessment Expectations:

CUNY Central, MSCHE, and Lehman College expect assessment to continue. Discussion took place over how many learning outcomes to assess each year. Based on the comments of the Council, there was broad agreement that 2-3 learning outcomes be assessed each year and that all learning outcomes be assessed at least twice over a four-year period or assessment cycle. There should also be a timeline for measuring all outcomes.

Assessment Management System (AMS):

- The College had selected Nuventive' *Improve* (Essential version). procurement process is ongoing. New York State had requested additional documentation from the vendor. Once that documentation was received, the bidding window re-opened on the procurement process.
- The transition to the Nuventive system could start during the spring if it clears the procurement process this fall.
- Dropbox will be used for AY 2020-21 plans and reports.

Assessment Workshops:

- **Upcoming workshop:** Developing an Effective Assessment Plan Using The 6-Step Assessment Process, September 23, 2020 3:30 pm – 5:00 pm
- The draft schedule is being finalized. The draft was emailed to AAC members for feedback.

The meeting adjourned at 3:07 pm.

Don Sutherland, Acting Secretary