

**Academic Assessment Council (AAC)**  
**Meeting Notes**  
**April 6, 2021**

**In attendance:** Jane MacKillop; Zoila Morell, Evan Senreich, Don Sutherland, Jermaine Wright; Devrim Yavuz (via Zoom)

The meeting started at 2:09 PM (delayed due to need to create new meeting in Assessment Office Account)

**Welcome & Updates:**

An assessment workshop on surveys led by Office of Institutional Research Associate Director Michael Goldberg will be held on April 15, 2021.

Program accreditation guidelines are being developed to enhance the Self-Study process for program reaccreditation.

**Assessment Management System (AMS):** Remains in the procurement process. No new developments.

**General Discussion:**

- Development of AY 2021-22 assessment workshop schedule
- Feedback from post-workshop surveys highlighted some of the areas in which past participants had interest
- Discussion on what “success” means; could have a faculty-led discussion on success
- Emerging consensus that workshops should be offered flexible dates, not just Thursday afternoons to widen participation
- Suggestion that OAEE look into a podcast option
- The conceptual document for purposes of planning workshop topics and the schedule follows these notes
- AAC members will mark up, revise and edit the document. Further discussion will follow at the next meeting. The schedule will be finalized by the end of the Spring 2021 semester.

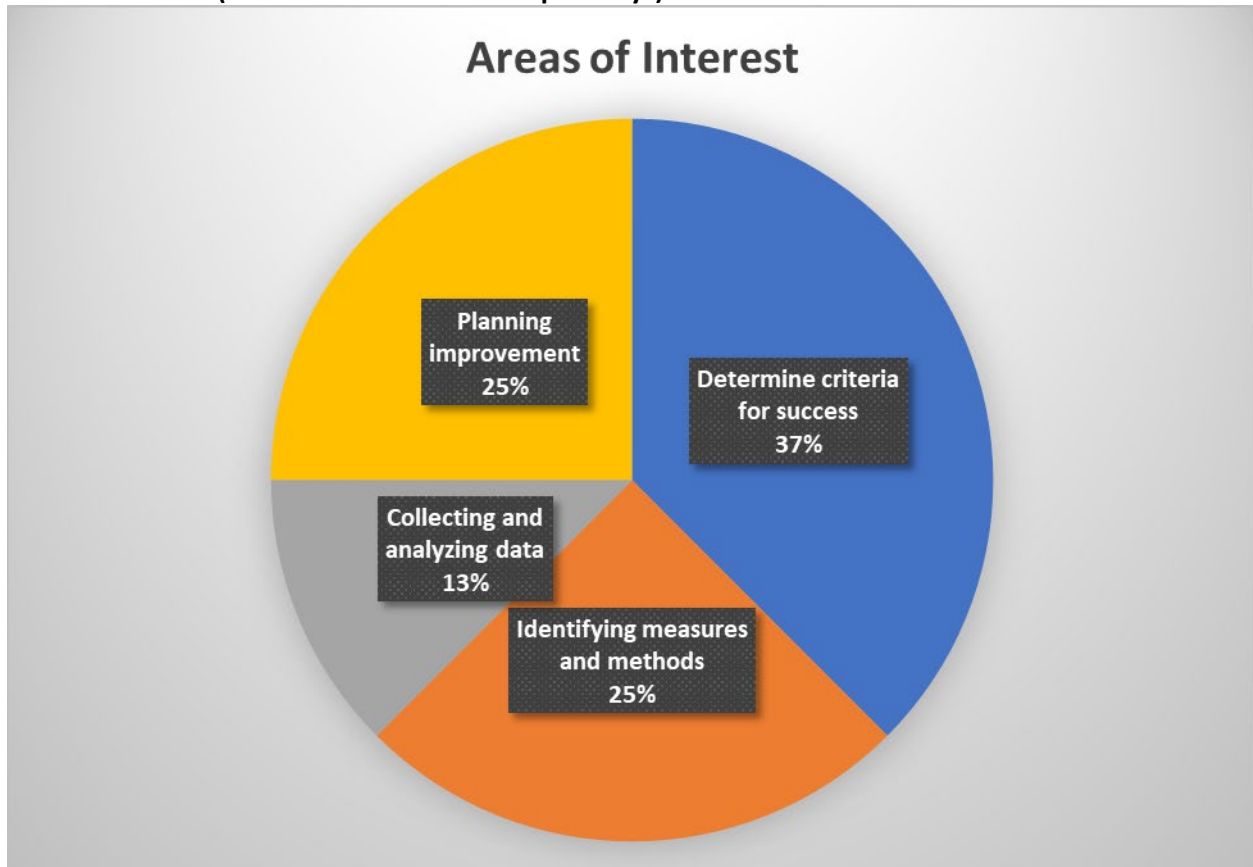
The meeting adjourned at 2:37 pm.

Don Sutherland, Acting Secretary

## AY 2021-2022 Workshop Schedule Development

To be developed and adopted by the end of the Spring 2021 semester. This is a conceptual document for planning purposes. The schedule has not yet been developed. This is a first step toward its development.

### Areas of Interest (Post-assessment workshop surveys):



### Potential Additional Areas:

- MSCHE expectations and trends (once per academic year): Highlights key standards and provides trends from Self-Study outcomes to illustrate the accreditor's emphasis. Trends could also inform workshop topics.
- Survey information: Introduces available survey data (e.g., NSSE) and how it can inform academic and AES assessment (once per academic year by Office of Institutional Research)
- Areas related to *Lehman 2025* (strategic plan) priorities i.e., social justice, multiculturalism, global perspectives.
- The faculty experience: A moderated roundtable with one faculty member from each School (once per academic year)
- Lehman College's annual assessment report (once per academic year to report out to the campus)

**Potential Workshop concepts:**

- Beginning of the AY 2021-22 introduction (for assessment coordinators) – Provost or Associate Provost
- What is success? How do we measure it?
- Translating goals and outcomes into improvement through assessment (would cover action plans, closing the loop, etc.)
- Methods and Measures (direct/indirect assessment; how much assessment, etc.)
- The use of surveys in assessment
- MSCHE Briefing (accreditation standards, trends from self-study reports, etc.)
- Faculty roundtable
- Assessing multiculturalism, global perspectives, and social justice
- Annual Assessment Report briefing

**Format:**

- Online through Fall 2021
- Spring 2022: Online and perhaps 1 in-person workshop

**Timing:**

- One set day/time? Limits attendance due to teaching/advising schedules that could conflict.
- Mixture of days/times: Could also limit attendance due to ad hoc conflicts, but would allow for wider exposure to the workshops

**Council's Ideas/Thoughts:**