OA Meeting October 7th, 2008 11am – 12pm

In attendance: Pria Alpern, Naomi Azar, Donna Dolinsky, Winnie Donahue, Carole Griffiths, Trish Keogh, Ilana Kramer, Valerie Lava, Katherine Modrowski, Kathy Morley, Gustavo Rodriguez, Gladys Schrynemakers, Herb Sherman, Phil Wong

NOTE: Please see attached to this document the Annual Assessment Planning Checklist and the Annual Assessment Report. Also, please mark in your calendars that the next OA meeting will be on **November 4**th at **11am** (Election Day!)

1. Website Demonstration

- a. Brooklyn > Quick Links > Middle states > Outcomes Assessment
- b. This is a resource for anyone dealing with OA
- c. You can see what Middle States and other accrediting bodies consider good practices for measuring assessment
- d. By the end of the semester there will be 2 additions to website:
- 1- Link to a project request form for Student Voice (SV).

 SV is a system that helps us with survey assessments. From construction to administration. The OA committee will review the request for asurvey as a committee. Sample surveys from Student Voice will also be accessible from this link
 - 2- Quick questions about assessment (**FAQS**?).
- e. On left there is a history of OA on Brooklyn campus. There is also a list of the committee members and their contact info.
- f. Progress at a glance: Warehouse for OA plans and progress.
- **g.** All reports should be password protected: **PSWD** is: **bklynprogress.** Accessible on campus only.
- h. Ilana is in charge of submitting requests for an update if a dept wants to update their info e-mail her at her gmail acct and she will e-mail IT and get back to the dept liaison to communicate further about the survey.
- i. List of the liaisons are posted on the website as well
- j. We do want updates and documents standardized academic matrix. Mission, goals, objectives, etc.
- k. Additional Section: Gladys is completing add'l resources (i.e. sample assessment plans, how to write a program goal, an objective, classroom assessment techniques, template for an assessment driven syllabus, etc.) This will be a resource with many links.
- 1. Information is posted based on survey of freshman and seniors around a bunch of cluster areas (i.e. how much time they prepare for class, how much time they spend doing work out of class, level of academic challenge, etc.). Our students report that they are writing and reading more than our counterparts. This is indirect assessment measures to see that faculty and students are on the same page. Data is available for you to look at.

- m. Also listed are some of the assessment efforts and events that have been held
- n. Also listed are the bodies that have accredited LIU.
- o. Gladys urges liaisons to use this website as a resource as you speak to your depts. Come back to the committee with ideas of how to improve OA as a resource.

Questions Asked:

- p. Can NSSE data be broken down by major?
- q. Is there anything on rubrics? A rubric tutorial would be good.
- r. Is there a general grading policy? Please post it on the website.
- s. Please add FAOS

2. Student Voice

- a. If you wanted to do a project for your dept, you can come to us with a general research question and we can help you create a survey to answer that question. We also work with an expert at SV who can help us come up with a survey for you.
- b. Approach one of the RA's at the initial stage and we will take it from there. We will check back in with you to make sure they survey fits your vision. Once we have the survey, you can choose how you want it administered (either PDA, electronically via a link, or paper survey).
- c. My Student voice > Projects > List of projects completed last year. i.e. adjunct faculty survey a survey done electronically. SV gives you the breakdown of data graphically and can export the data to a pdf, excel or word document.
- d. You can construct the survey any way you want Likert, yes no, etc.
- e. Later done the road, we plan to get involved with larger projects that involve more than one institution.
- f. At present, only OA can access student voice in order to prevent LIU from oversurveying.
- g. **Ilana** will send out a word document that lists the different templates that are available so as to help departments know what options are out there.

Comments:

- h. How do you deal with it not being random? How would you even get a random sample? There is still volunteerism? How do you normalize the data to fit the population? (Issue with the PDA)
- i. Please send the report from LIU day showing that around 90% who came valued meeting with faculty above everything else to Donna Dolinsky in Pharmacy. **Gladys**
- j. Trust and anonymity can be a big issue for some students in responding to surveys

3. Liaison Roles:

- a. Please discuss the Annual assessment reports with your department.
- b. If your departments need help, contact Kathy Morley, University Director of Assessment