Academic Quality Meeting   2012-2013 Academic Year

Meeting Date: Dec. 4, 2012   **Time:** 12:30pm
Chair: Veronica (Ronni) Tichenor   **Secretary:** Veronica Tichenor

Present: Ronni, Ron, Atlas, Kazuko, Narayan, Joanne, Suzanne, Doug, Doneilous, Ildiko, Russ, Rafael
Absent: Mohamed, Valerie, Mary

1. Sue Sprague reported that her position in Disabilities Services became full-time as of November 8th. She has been looking at what other colleges due for Middle States Assessment to help generate a plan for SUNYIT. She distributed the survey she plans to use to assess disabilities services over the next several week.

Discussion: Russ asked that this form be sent to online students as well. Sue pledged to work with Maureen to make the form fillable. Data collection will begin Dec. 5th. Ron raised the concern that an additional statement be added to the form to ensure that students realize participation is voluntary. Joanne stated that human subjects/research concerns are different from assessment initiatives under federal law. The committee was split as to whether the proposed statement should be added. Sue will take the concerns raised under advisement.

2. Russ distributed a draft proposal from the technology committee to hire a Director of Distance Learning/Instructional Designer. The committee expressed strong support for this hire and urged the Technology Committee to move the proposal forward quickly.

3. Doug presented several options for proceeding with assessment of the Learning Center: should it be done separately? Or combined with an assessment of IT and/or the library?

Discussion: The committee felt that each area should conduct its own assessment. Ronni pledged to connect with representatives from the other two areas to see what kind of assessment is currently being done. Doug pledged to distribute the current Learning Center survey, as well as draft assessment plan, prior to the Feb 2013 meeting for review and subsequent discussion. Ron suggested that the campus develop a survey to be given in the years between the Student Opinion Survey to assess a wide range of services on campus (including those currently under discussion). Each area (such as Learning Center, Disability Services, IT, etc) could collect data on current users, while the larger survey would be useful for gathering data on non-users. Other Learning Center issues raised: the need to create an automated system for gathering data and tracking use;

Feb 2013 agenda to include SOS data, Grad program cycle, Learning Center math tutoring data, user survey and assessment plan.

Meeting adjourned at 1:42 P.M