Outcomes Assessment Committee Meeting Minutes
Thursday, May 10, 2018 12:00pm
Provost’s Conference Room, Graduate Center

Attendees: Francesca Teora, John Greenwood, Kara Eubanks, David Olan, Klara Marton

1. Kara Eubanks updated the committee on the 2017–2018 assessment process. Two-thirds of programs have submitted assessment documents, which is a normal rate at this point in the year. The goal will be to have over 90% of programs reporting after additional follow-up contacts. This year’s process was well received. Programs benefitted from the Excel worksheet for reporting, and many programs sent rough drafts with questions before sending in their finalized reports, resulting in high quality reporting from many programs.

2. A discussion took place of the forecast for the assessment process over the next two years. Kara Eubanks and John Greenwood reported that before the Middle States site visit, there will be two more times that programs will expand on the work they did this year. Each year, programs will examine a piece of evidence indicated in their 2017–2018 assessment worksheet. Evidence examined will be some type of student work: it could be an exam, activity, or part of the curriculum. They will analyze whether the evidence indicates that the related learning outcome is in fact being achieved. If something is lacking, programs will make decisions on what to change, either about the outcome, the student activity that is supposed to demonstrate the outcome, or the preparation students receive toward the outcome.

3. John Greenwood updated the OAC on the first meeting of the Educational Effectiveness working group. This will be perhaps the most important part of the Graduate Center’s self-study, as Middle States Standard 5 is often the hardest standard to meet. However, the group is well prepared to meet Middle States’ expectations. Work will begin in May with the leaders of the working group creating rough drafts of the report, and work will continue through summer and fall. An important task will be to gather and display a lot of evidence from the assessment process.

4. David Olan updated the OAC on the search to replace former Director of Institutional Research, Jennifer Kobrin. The position of DIR has been upgraded to an Associate Dean, and an Associate Director will also be hired. A couple of candidates will be interviewed in coming weeks, and the hope is to have the new Associate Dean begin in summer 2018.

5. The committee discussed the timeline for 2018–2019’s assessment process. The deadline for reporting will be moved from May 1 to April 15 to allow more time for follow-up with programs before the end of the academic year.