

# Outcomes Assessment Coordinating Council (OACC) Bylaws

## Charge

The Outcomes Assessment Coordinating Council (OACC) at SUNY Downstate serves as an advisory body to the Senior Vice President/Chief Academic Officer regarding educational assessment policies and procedures. The purpose of the OACC is to foster a campus culture of evidence-based continuous quality improvement in educational and institutional effectiveness and to provide leadership, oversight, and coordination of assessment activities across Academic Affairs in collaboration with the Colleges and Schools.

## Duties and Activities:

### Advisory:

- Serve as the advisory body to the Senior Vice President/Chief Academic Officer on assessment policies, procedures, and processes.
- Collaborate with Colleges and Schools to develop and refine student learning assessment plans and reports and academic evaluation plans.
- Assist relevant administrative departments in designing and implementing assessment plans and reports.

### Review and Analysis:

- Review periodic assessment data and reports from Colleges and Schools and relevant administrative departments.
- Design and implement an evaluation strategy to collect and analyze performance and outcomes data.
- Identify and integrate common goals and assessment activities.

### Dissemination and Communication:

- Share best practices and facilitate knowledge exchange through workshops, presentations, and other initiatives.
- Collect and disseminate relevant assessment data and information to stakeholders within and across Academic Affairs.
- Communicate performance and outcome data to relevant stakeholders and all communities of interest.

### Policy and Development:

- Develop and revise as needed, in collaboration with relevant stakeholders, assessment policies, procedures, and processes.
- Contribute to faculty development initiatives related to assessment and educational effectiveness.
- Ensure all assessment policies, procedures, and processes are congruent with the university's mission and accreditation standards.

### Support:

- Provide guidance and expertise to Colleges and Schools in the development, implementation, and evaluation of assessment activities. The OACC does not have authority over the deans.
- Participate in and advise on program accreditation activities.
- Assist Colleges and Schools and relevant administrative departments in developing clear program goals, outcomes, measures, and expectations for student performance and competence.
- Support the collection and analysis of assessment data.

## Membership

The committee includes senior-level representatives from each college and school along with key administrators who are appointed by the deans and the senior vice president and chief academic officer. Membership is reviewed periodically.

University Role	College, School or Department	Incumbent 2023-24
OACC Chair; Professor and Former Dean of the School of Graduate Studies	Graduate Studies	Mark Stewart
Presiding Officer of the Faculty of the Graduate School	Graduate Studies	Richard Kollmar
Dean, School of Graduate Studies	Graduate Studies	David Christini
Dean, School of Public Health	Public Health	Kitaw Demissie
Vice Dean for Faculty Affairs and Research, School of Public Health	Public Health	Tracey Wilson
Assessment liaison, School of Public Health	Public Health	TBD
Dean, School of Health Professions	Health Professions	Allen Lewis
Associate Dean of Program Operations and Quality	Health Professions	Shushawna DeOliveira
Associate Dean for Strategic Initiatives	Health Professions	Brigitte Desport
Senior Associate Dean, Assessment and Continuous Quality Improvement	Medicine	Bonnie Granat
Additional representative from College of Medicine	Medicine	TBD
Dean, College of Nursing	Nursing	Lori Escallier
Associate Dean for Academic Affairs, Research, and Evaluation	Nursing	Marie-Claire Roberts
Senior Vice President for Academic Affairs and Chief Academic Officer	Academic Affairs	Pascal Imperato
Vice President of Academic and Student Affairs	Academic and Student Affairs	Jeffrey Putman
Director of Evaluation, Outcomes Assessment & Accreditation	Academic Affairs	Kane Gillespie
Assistant Director of Evaluation, Outcomes Assessment & Accreditation	Academic Affairs	Tina Adjei-Bosompem
Director of Special Projects	Comm. and Marketing	Ellen Watson
Assistant Vice President of Institutional Research & Decision Support	Institutional Research	Charis Ng
Assistant Vice President for Policy and Planning	Policy and Planning	Lori Bruno
Director of Strategy and Community Campus Initiatives	Policy and Planning	Wolf Lacossiere
Presiding Officer of the Center-wide Faculty Staff Assembly or designee	Faculty Staff Assembly	TBD

## Administration

The Office of Evaluation, Outcomes Assessment and Accreditation (EOAA) serves as the primary administrative department for the OACC to implement and maintain assessment policies, procedures and processes relating to accreditation and assessment. Among administrative roles, the EOAA maintains the OACC meeting minutes and website and coordinates meetings and communications for the OACC. The OACC meets approximately each month or as needed. Both the EOAA and OACC operate under the oversight of the Senior Vice President for Academic Affairs.

### Review Process:

Bylaws will be reviewed at minimum every three years.

Endorsed unanimously by the OACC February 12, 2023

Approved by the Senior Vice President for Academic Affairs and College and School Deans February 29, 2024