

Outcomes Assessment Coordinating Council

Meeting Minutes 05/13/2024

In Attendance: Mark Stewart; Kane Gillespie; Lori Bruno; Tina Adjei-Bosompem; Ellen Watson; Lori Escallier; Marie-Claire Roberts; Shushawna DeOliveira; Allen Lewis, Wolf Lacossiere; Richard Kollmar; Priya Pasram, Bonnie Granat; Jeffery Putman; Allen Norin

Today's Discussion:

TOPIC	NOTES
Update from the Chair	<ul style="list-style-type: none"> Mark Stewart and Allen Norin provided a summary of the latest news related to the Downstate Transformation Plan. This is an emerging and evolving subject that has the potential to severely impact our academic programs. At present, plans to close the hospital have been halted. The State is moving forward with plans to build an advisory board to inform ways in which additional financial support can be used to strengthen SUNY Downstate.
Middle States	<ul style="list-style-type: none"> The Coordinating committee recently gained access to a checklist of expected documents that will aid in ensuring that the evidence collected for each of the standards is sufficient. Middle States Coordinating committee meet with the Chairs and Liaisons for each WG separately to provide feedback on their latest submitted drafts and to review the newly obtained evidence checklist against their evidence library. WGs will continue to make final edits to their draft narratives while collecting any additional documents to include in their evidence library. The final draft is due May 31st. A team chair has recently been selected for our institution. In the coming months we will work on <ul style="list-style-type: none"> Compiling the final chapters into one document (June-Sept) Scheduling our Team Chair visit for the Fall Completing the evidence library by Dec Scheduling our Self-study Visit for Spring 2025
Assessment Planning and Reporting- Standard V	<p>All schools and colleges have been hard at work completing and uploading documents to support Standard V of our Middle States Self-Study.</p> <ul style="list-style-type: none"> Dates for completion of the assessment planning and reporting were <ul style="list-style-type: none"> April 15, 2024 – questions and concerns May 1, 2024 – Assessment Plans and 3 years of Assessment reports May 10, 2024 – all other items Assessment Liaisons have been submitting collected materials and keeping track of their progress on the new EOAA Assessment portal website. <i>This page can be accessed through the EOAA website located under the Office of Academic Affairs.</i> https://www.downstate.edu/education-training/academic-affairs/evaluation-assessment-accreditation/index.html Updates from academic units: <ul style="list-style-type: none"> CON- Completed Crosswalks for all programs and are in the process of fine tuning their document. SOHP- Are in good shape. Still filling in some holes but overall are up-to-date COM- Missing a few pieces of data and has reached out to various units to complete their docs and pull everything together

	<ul style="list-style-type: none"> ○ SGS- They are behind on gathering their documents but feel the road map received from EOAA has been helpful in guiding them. ○ SPH- had a conflict with today's meeting, but it was reported that they have submitted their materials. • The assessment liaisons have been asked to give thought to the process in order to provide feedback on how to improve the assessment reporting process going forward. EOAA is working on a way to solicit feedback from the Assessment Liaisons and the members of the OACC.
Assessment of Assessment Process	<ul style="list-style-type: none"> • In Fall of 2022 the Deans of each educational unit were asked to use two rubrics developed by the SUNY Council on Assessment (SCoA) to perform a self-assessment on each of their academic programs. This also included a self-assessment of overall institutional effectiveness. • The idea was brought to the table to revisit these rubrics considering the recent changes in our assessment policies and practices. The group agreed that it would be a good idea because perceptions of our assessment practices could have changed in the past two years. Suggestions were made that these rubrics could be done before the submission of our final Self-study report, if time permits. More discussion is needed to determine the timing and process for if and when to revisit the SCoA rubrics. • The discussion focused on three key issues related to MSCHE standards III and V: <ul style="list-style-type: none"> ○ Institutional Assessment/Educational Effectiveness Assessment: The ongoing development of centralized assessment policies and procedures to serve all academic programs at Downstate, regardless of accrediting agency (MSCHE Standards III.8 and V.1-3). ○ Closing the Loop to Improve Educational Outcomes: Using results from institutional assessment to enhance academic programs and potentially for communication and marketing purposes (MSCHE Standards III.8 and V.1-3). ○ Assessment of Assessment/Closing the Loop to Improve Educational – and by extension, Institutional – Effectiveness: Using results from institutional assessments to improve policies and procedures related to educational effectiveness at both program and institutional levels, where educational assessment policies and procedures are among the many policies and procedures that fall in the purview of institutional effectiveness assessment (MSCHE Standard V.5). <p>Other suggestions made by the group:</p> <ul style="list-style-type: none"> • OACC should work on a plan to review our assessment of assessment practices. This may include: <ul style="list-style-type: none"> ○ adopting a framework to evaluate how well we are doing with assessment (i.e., assessment of assessment). ○ Deciding what measures we want to review for academic programs at the institutional level. For example, graduation rates; who, what, how much, and how effective; evidence that each unit conducts assessment of their assessment practices; faculty outcomes; research productivity etc. ○ Conversation is tabled for the next OACC meeting to dedicate more time to explore the topics. • On the topic of use of assessment results, members noted that the information that the OACC gathers about our academic programs could be used more

	effectively in marketing materials for the university. There was agreement that more could be done to publicize the strengths of the institution by way of its outstanding educational outcomes. OACC could seek collaboration with the Office of Communications with providing any pertinent information on the strengths of our programs.
Updates on assessment accreditation projects in the colleges and schools:	No new updates
Welcome Allen Norin	The OACC welcomes Allen Norin, PhD, F(ACHI), Professor, College of Medicine; Presiding Officer Downstate Assembly of Faculty and Professional Staff. Allen joins the OACC pursuant to the Bylaws approved by this body in February 2024.

Respectfully Submitted, May 13, 2024, Kane Gillespie and Tina Adjei-Bosompem,
Office of Evaluation, Outcomes Assessment, and Accreditation Services