Administrative Assessment Subcommittee of
The Institutional Effectiveness & Accountability Committee
9 September 2013

1. Welcome & Introductions

2. Updates on Institutional Assessment Initiatives
   a. Assessment Systems
   b. Middle States Monitoring Report
   c. Website & College Portrait

3. Charge & Sub-Committee Membership
   a. Subcommittees & Their Roles
   b. Housekeeping Items
      i. Access to information – File City 2
      ii. Copies or not?
      iii. Regular Meetings & Expectations
      iv. Meeting times through December

4. The intersection of the Strategic Plan Monitoring & the Middle States Monitoring Report
   a. Strategic Plan Monitoring
   b. Resources Allocated between four constructs, college priorities, and college goals
      since inception of the strategic plan
   c. Relationship with College-Wide Committees
   d. Timeline – December 2013

5. Closing & Next Meeting
Institutional Effectiveness & Accountability Committee
Subcommittee Membership

Administrative Assessment Team Membership

Assistant Vice President, Student Affairs
Leah Barrett, Chair
Advancement Representative
Mike Andriatch
Administration & Finance Representatives
Robert Henry
Karen Riotto
EMSA Representative
Megan Sarkis
Communications
Debbie Jacob
Faculty Representative
Janie Hinds
Dean Representative
Dan Petree
College Senate President or designee
Dawn Jones
Student
Alissa Gee
Institutional Research Staff to the Team
Claire Goverts
Jamie Scheid

Academic Assessment Team Membership

Vice Provost
Michael Fox, Chair
School of The Arts, Humanities &
Social Sciences Representative
Gail Argetsinger & Robert Blake
School of Business Representative
Baban Hasnat
School of Education & Human Services Representative
Kitty Fallon
School of Health & Human Performance Representative
Peter Hager
School of Science & Mathematics Representative
Laurie Cook
Dean Representative
Jose Maliekal
EMSA Representative
Sara Kelly
Assessment & Testing Coordinator
Jennifer St. John
Associate Vice Provost
Eileen Daniels
Institutional Effectiveness & Accountability Committee (IEAC)

Mission – Provide an institutional view of assessment. We will provide leadership, oversight, and support for The College at Brockport assessment efforts aimed at enhancing the quality of College programs and services.

1. Implement, in collaboration with units across the campus, an institutional effectiveness initiative that is aligned with the college’s mission statement and strategic plan.
   - Periodically review college mission and strategic planning documents.
   - Establish institution-wide indicators of institutional effectiveness. Periodically review and revise as necessary.
   - Oversee assessment efforts at the college to ensure they result in meaningful and integrated information to support program/service improvement.
   - Serve as a resource for institutional assessment efforts on campus (e.g., disseminate good practices for enabling continuous organizational learning and development).

2. Ensure that assessment results are used to support continuous institutional renewal/improvement.
   - Monitor the effects of assessment to ensure that assessment results are used in subsequent planning activities.
   - Provide recommendations to the President’s Cabinet for budgeting and strategic planning informed by results of institutional effectiveness assessment.
   - Assemble an annual report summarizing the college’s institutional effectiveness assessment efforts and distribute to the necessary campus stakeholders involved in planning, resource allocation, and institutional renewal.

3. Periodically evaluate the effectiveness and comprehensiveness of our college’s assessment plan and process.

Membership
Co-chairs
Leah Barrett & Michael Fox

Dean
Jose Malickal

College Division Representatives
Karen Riotto
Mike Andriatch
Janie Hinds
Sara Kelly
Dave Mihalyov

Institutional Research Director
Jeff Lashbrook

Interim Coordinator of Assessment & Testing
Jennifer St. John

College Senate President
Dawn Jones

Student Representative
Alissa Gee

IEAC is one of the four College’s standing committees, which also includes Campus-wide Facilities Planning, Enrollment Management, Diversity and Budget & Resource Committees.
Administrative Assessment Subcommittee Role & Responsibilities

To support the efforts of the Institutional Effectiveness & Accountability Committee in providing an institutional view of assessment.

- Develop systems to support the monitoring of The College at Brockport Strategic Plan.
- Develop systems to create linkages between The College at Brockport Strategic Plan and annual resource allocation, in concert with the Budget & Resource Committee.
- Develop systems to create linkages between The College at Brockport Strategic Plan and the enrollment management plan for the College in concert with the Enrollment Management Committee.
- Develop systems to create linkages between The College at Brockport Strategic Plan and the Facilities Master Plan for the College in concert with the Campus-wide Facilities & Planning Committee.
- Develop systems to create linkages between The College Brockport Strategic Plan and the Diversity Plan for the College in concert with the Diversity Committee.

Administrative Assessment Subcommittee is responsible for monitoring the following College Goals found in the 2011-16 Strategic Plan:

- 1.2 – Grow and sustain Living/Learning Communities.
- 4.1 – Implement engagement practices into all four years of the student leadership program.
- 4.2 – Complete the Academic Success Center.
- 4.4 – Increase diversity across all populations of the campus.
- 4.5 – Expand Health and Wellness Programming to encompass a broader range of issues and programming.
- 5.1 – Implement the Facilities Master Plan.
- 5.2 – Promote best practice in sustainability.
- 6.1 – Create the capacity to further develop residential life facilities.
- 7.2 – Increase partnerships with regional businesses.
- 7.3 – Increase campus participation in the community
- 8.1 – Increase outreach to alumni locally and across the country through a variety of activities.
- 9.1 – Launch and complete the $25M comprehensive campaign.

September 2013