QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

M E M O R A N D U M

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TO: Dr. Emily Tai, Chair
                 Steering Committee, Academic Senate

FROM: Dr. Arthur Corradetti, Associate Dean
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DATE: March 9, 2009

SUBJECT: Report from the Special Committee of the Academic Senate

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Report from the Special Committee
of the Academic Senate on the Assessment Database

The Special Committee of the Academic Senate on the Assessment Database is charged with reviewing the college's assessment database system and, as a follow-up to the self-study report on assessment, to make recommendations for the modification of the database or for the implementation of a new system more user friendly and responsive to the needs of faculty and departments.

The committee membership consists of Patricia Burke, Arthur Corradetti, Dan King, Devin McKay, Linda Reesman, Deleri Springer, Julian Stark, Karen Steele, and Ed Volchok.

The committee has met two times: November 17, 2008, and February 4, 2009.

The first meeting of the committee was devoted to the review and discussion of the recommendations from the self-study report. No specific conclusions were drawn at that time, but it was agreed that the concerns expressed in the report were genuine and needed to be addressed by substantive change. After the first meeting, the chairmanship was turned over to Arthur Corradetti by Vice President Dan King, who convened the first meeting.

At the second meeting in February, a preliminary plan was proposed based on the central idea of simplicity and with two tracks. First, the database is, and was never really intended to be anything but, a comprehensive archive of educational objectives, courses, course objectives, and curricular objectives, from which detailed reports could be drawn. The committee will look more closely at whether the current database can fulfill this function in a better, more user friendly way or whether the college needs to invest in a different system. But the fact remains that the database *is* an extremely comprehensive archive even now, with some gaps that can be filled. Second, the documenting and posting of assessment information may be as simple as developing webpages for each department with some kind of coordination among related departments (following the academy model). There are templates and rubrics developed by the departments of Business, the technology programs, and Nursing, among other departments, that can provide good models, and the new Office of Accreditation, Assessment, and Institutional Effectiveness can provide the support necessary for development and dissemination of information. At the next meeting of the committee, the current database will be reviewed as a group to make a final decision about its use, and some assessment products currently on the market will be looked at to see whether one of them might not make more sense as an assessment system than the idea of departmental webpages.

The next meeting of the committee will be scheduled at a time just after the Middle States visit.

cc: Special Committee of the Academic Senate on the Assessment Database