

QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

Minutes of the meeting of the Senate Assessment Committee on Sept 19th, 2012, at 10:00 am in room A-504

Present: Dean Arthur Corradetti, President's Designee, Regina Sullivan, SCD, Dimitrios Kokkinos (Faculty), Tirandai Hemraj-Benny, (Faculty), Sheila Beck (Faculty), Susan McLaughlin (Faculty), Danny Mangra (Faculty), Barbara Lynch (Faculty), Jun H. Shin (COC Liaison)

Excused: Patricia Burke (Faculty), Shele Bannon (Faculty),

1. Minutes of May 16th, 2012 approved.
2. Committee members introduced themselves. If member had previously served, the length of service as well as position held was noted.
3. Dr. Beckford introduced himself. Dr. Beckford asked the committee's permission to attend meetings. The permission was granted. Dr. Beckford explained that he would serve in a consultation role.
4. At the request of the 2011-2012 committee, Dr. Beckford in collaboration CETL will run an Assessment Workshop for faculty on Wednesday, October 31st from 1-3PM. The workshop will be a repeat/ reinforcement of the workshop that ran during the spring 2012 semester. An email informing the faculty of the workshop and its contents will be sent in advance.
5. The topics for a second workshop were discussed by the committee. An emphasis will be placed on instruments of assessment and the validity of assessment data.
6. Dr. Beckford will create an assessment rubric to evaluate Year End Reports. Committee members will offer suggestions.
7. Since a number of committee members were excused a motion was made to hold another meeting at a time when most committee members can attend to elect a new chair and secretary. Dr. Kokkinos will send an email requesting committee member's availability during the first week in October.

Meeting was adjourned at approximately 11:00 am.

Respectfully submitted,

Regina Sullivan