OEE & the Academic Assessment Process

September 2023

Krista Emma & Diana Jernigan-Breedy
Educational Effectiveness Specialists
Office of Educational Effectiveness (OEE)
Workshop Learning Objectives

Upon completion of this workshop, participants will be able to:

1. Identify key roles and groups involved in assessment at SBU.
2. Describe the role of program assessment coordinators.
3. Understand the assessment reporting process for the 23-24 academic year.
Workshop Overview

1. OEE’s Main Function & Services
1. Councils, Committees & Groups
1. The Assessment Coordinator’s Role
1. Review 22-23 Academic Assessment Reports
1. Preview 23-24 Academic Assessment Reports
The Office of Educational Effectiveness: Overview, Main Functions, & Services
Office of Educational Effectiveness

Catherine Scott
Director, Office of Educational Effectiveness

Krista Emma
Educational Effectiveness Specialist

Kimberly Hachmann
Accreditation & Educational Effectiveness Coordinator

Diana Jernigan-Breedy
Educational Effectiveness Specialist

Glenn Hackett
Programmer/Analyst
OEE’s Charge

• Assist in the development of high-quality processes to **measure student learning outcomes and administrative outcomes**.

• Design a vision for rigorous **empirical investigation** of Stony Brook University's academic and administrative operations.

• Support **compliance with Middle States accreditation** and support self-study and annual institutional update activities.

• **Train faculty and staff** in assessment planning, methodologies, and reporting.
OEE’s Main Functions

• Academic Program Assessment
• General Education (SBC) Assessment
• Administrative Assessment
• Department/Program Review
• Accreditation Support
OEE’s Services: Assessment Workshops

ASSESSMENT WORKSHOP SERIES 2.0

Refresh your assessment skills and improve your program assessment plans with best practices

- OEE & the Assessment Process
- Improving Program Goals & Learning Outcomes
- Improving Curriculum Maps & Aligning Metrics
- Improving Benchmarks & Setting Realistic Timelines
- Aligning Results, Actions & Improvements

CALENDAR

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>13 SEP</td>
<td>OEE &amp; the Academic Assessment Process</td>
</tr>
<tr>
<td>15 SEP</td>
<td>OEE &amp; the Academic Assessment Process (Zoom)</td>
</tr>
<tr>
<td>19 SEP</td>
<td>Coffee with Coordinators</td>
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<tr>
<td>26 SEP</td>
<td>Improving Your Program Goals &amp; Learning Objectives</td>
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VIEW ALL EVENTS ➤

FAR BEYOND
OEE’s Services: Consultations

Resources

- FAQs
- Request a Consultation
- Workshops & Training
- Communications Archive

- In-person or virtual
- One-on-one
- Small or large groups
- Invite us to your departmental meetings for tailored workshops
OEE’s Services:
Assessment Coordinator Networking Opportunities

COFFEE WITH COORDINATORS

COFFEE, CONVERSATION & CONSULTATION WITH OEE

Tuesday, September 19 & Thursday, October 19
10:00 a.m. - 12:00 p.m.
CELT Faculty Commons
N1332 Melville Library
OEE’s Services:
Annual Assessment Symposium

5 Reasons To Attend

1) Exposure to Best Practices ✓
2) Networking Opportunities ✓
3) Sharing and Collaboration ✓
4) Professional Development ✓
5) Assessment Strategy Takeaways ✓

2023
ASSESSMENT SYMPOSIUM
TELLING YOUR STORY

November 8, 2023 | 9 a.m. - 3 p.m.
SBU Bauman Center

DR. ASHLEY FINLEY
SPEAKER

REGISTER ONLINE

DR. BRENDA HOFFMAN
SPEAKER
OEE’s Services: Assessment Recognition

Inaugural recipients of the Excellence in Educational Effectiveness (EEE) Award, November 2022. Pictured, left to right: Braden Hosch, Peter Khos, Brenda Anderson, Catherine Scott, Debbie Zelizer, Peter Gengger, Carl Lejeune.
OEE’s Services: What are we missing?

What additional services would you like to see OEE offer in the future?
Councils, Committees & Groups
Supported by OEE
Assessment Council

A council of faculty members representing all SBU Schools & Colleges, charged by the Provost in consultation with the University Senate, to develop campus-wide policies and procedures for academic assessment, including general education, and to provide ongoing oversight of the assessment of student learning.

2023-2024 Membership

<table>
<thead>
<tr>
<th>Bini K. John - SON</th>
<th>Debbie Zelizer - SHP</th>
<th>Dolores Cannella - SDM</th>
<th>Henry Bokuniewicz - SOMAS</th>
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</thead>
<tbody>
<tr>
<td>Jacobus Verbaarschot - CAS</td>
<td>Jonathan Anzalone - SOCJ</td>
<td>Juliette Passer - CAS</td>
<td>Margaret Schedel - CAS, Chair</td>
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<tr>
<td>Matthew Reuter - CEAS</td>
<td>Michael Nugent - COB</td>
<td>Paul Bingham - CAS</td>
<td>Peter Khost - CAS</td>
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<tr>
<td>Richard Morgan - SSW</td>
<td>Susan Ryan - SPD</td>
<td>Taly Glaubach - RSOM</td>
<td>Amie Cohen - CELT</td>
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<tr>
<td>Catherine Scott - OEE</td>
<td>Gabrielle Russo - CAS</td>
<td>Krista Emma &amp; Diana Jernigan-Breedy - OEE</td>
<td>Kimberly Hachmann - OEE</td>
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General Education Advisory Committee (GEAC)

An advisory committee jointly constituted by the University Senate and the Provost, charged with providing ongoing advice about the implementation, evaluation and assessment of SBU’s general education curriculum, the “Stony Brook Curriculum” (SBC).

### 2023-2024 Membership

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Title</th>
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<tr>
<td>Alexis Anagnostopoulos</td>
<td>CAS</td>
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<tr>
<td>Brenda Anderson</td>
<td>CAS</td>
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<td>Katherine Aubrecht</td>
<td>SOMAS</td>
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<tr>
<td>Erica Ayisi-Boahene</td>
<td>Student</td>
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<tr>
<td>Kara DeSanna</td>
<td>Provost’s Office</td>
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<td>Janet Galiczewski</td>
<td>SON</td>
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<td>Peter Gergen</td>
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<td>Brenda Hoffman</td>
<td>SOCJ</td>
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<tr>
<td>Braden Hosch</td>
<td>EIE, Deputy Chair*</td>
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<tr>
<td>Kevin McDonnell</td>
<td>CEAS</td>
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<td>Hanna Nekvasil</td>
<td>CAS, Chair</td>
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<td>Christine Pitocco</td>
<td>COB</td>
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<tr>
<td>Catherine Scott</td>
<td>OEE*</td>
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<td>Rose Tirotta-Esposito</td>
<td>CELT*</td>
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<tr>
<td>Madeline Turan</td>
<td>CAS</td>
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<td>Suzanne Velazquez</td>
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*Indicates ex-officio administrator
Additional Groups

MSCHE Working Group 5
Group of faculty & staff charged with demonstrating how SBU meets accreditation requirements related to assessment. Work conducted between 2022-2024.

On the Horizon:
Administrative Assessment Committee

On the Horizon:
Student Focus Groups & Greater Involvement in Assessment
What is the role of an Assessment Coordinator?
Assessment Coordinator’s Role

• Selected by your program to liaise with OEE

• Participates in assessment training and workshop opportunities

• Collaborates with program faculty and staff to create a program assessment plan to measure student learning

• Assists OEE to identify participants in assessment initiatives

• Ensures timely submission of annual reports

• Excellent opportunity for ongoing professional development, University service, and eligibility for assessment recognition awards
The assessment coordinator is **NOT solely responsible** for the implementation and measurement of student learning.

**Tip for Success:** Create a system that works for you & your program!

Assessment should be a **collaborative process** with input from key faculty/staff to generate meaningful data. It should be **inclusive and sustainable**.
Who is the assessment coordinator for my program?

- Visit our [website](#) to find a complete list of coordinators
- Should have someone listed for each degree (BA/BS/MA/MS/PhD/AGC)
- Let us know if your coordinator has changed!
Academic Program Assessment Reports:
2022-2023 Summary
22-23 Assessment Report Results

- Identified coordinators for 100% of programs (n=309)
- Focused report collection efforts on non-accredited programs (n=194)
- Received 95% of all required reports (n=185)
- 91% of all reports received were complete (n=169)
- Received additional voluntary reports from accredited programs (n=10)

Thank You!
## 22-23 Assessment Report Results

### STRENGTHS
- Articulating goals & objectives
- Reporting accomplishments
- Identifying location in curriculum map
- Explaining plans for improvement

### AREAS TO IMPROVE
- Setting benchmarks appropriate to the selected metrics
- Setting timelines for program-level assessment
- Reporting results in alignment with selected metrics and benchmarks
22-23 Assessment Reports: Quick Poll

Go to menti.com and use code: 3323 4898
Guidelines for 23-24 Assessment Reports

SBU Academic Program Assessment Requirements for Fall 2023 - Spring 2024

All SBU academic degree programs will conduct an assessment of at least one Program Learning Objective (PLO) and provide a brief assessment report on their findings by February 23, 2024. Programs will follow the SBU Academic Program Assessment Policy and Procedures, which are guided by the templates for non-accredited programs. See the links below for these important resources:

- SBU Academic Program Assessment Policy
- SBU Academic Program Assessment Procedures
- Non-Accredited Program Assessment Template 2023-2024

[Link to website with documents]
Academic Program Assessment Policy

Stony Brook University
Academic Program Assessment Policy

Introduction
Academic degree and certificate programs at Stony Brook University engage in cyclical assessment processes to ensure that our students’ education is of the highest quality.

Policy
All degree and certificate programs are expected to develop and implement plans to regularly assess educational effectiveness. Plans will be developed by the faculty in each program and must include:

1. Articulation of the knowledge, skills and abilities that students should achieve by completing the program
2. Strategies to measure all programmatic learning objectives
3. Creation of student performance assessment criteria
4. A statement of findings and results
5. Use of results to make necessary changes or improvements when benchmarks are not met.

Programs will submit an annual report to the Office of Educational Effectiveness (OEE) detailing their assessment activities to demonstrate their progress toward completing a full assessment cycle every five years. Assessment reports will be shared with the Assessment Council and programs’ respective Chairs and/or Dean(s).

Program faculty hold the primary responsibility for determining how best to assess student learning and educational effectiveness, and should develop assessment plans consistent with the standards in their field(s) of study. Administrative support will be provided to help programs and faculty apply best practices in assessment, develop comprehensive assessment plans, measure student learning effectively, and interpret results, as appropriate.

The results from the assessment of student learning may not be used for the evaluation of individual faculty or administrators in appointment, promotion, or tenure processes. Results will be used to inform continuous improvement or sustainability of excellence of the educational experience. Data from the assessment process may be used to inform changes to the program and/or educational experience, such as resource allocation and management.

Stony Brook University will engage in cyclical assessment of: (i) general education, (ii) programs without specialized accreditation, and (iii) streamlined requirements for programs with specialized accreditation.
Academic Program Assessment Procedures

- Provides guidance and resources to support completion of report template in keeping with policy

- Establishes submission timeframe:
  - February 23, 2024 for AY 23-24
  - September 30, 2025 for AY 24-25
  - September 30 annually thereafter

- Describes roles and responsibilities

- Sets expectations:
  - At least 3 program goals
  - At least 3 program learning objectives
  - Assess at least one PLO per year
  - Assess all PLOs within 5-year cycle
## Non-Accredited Program Template

### Fall 2023 - Spring 2024 Academic Program Assessment Report
- See Quick Reference Guide for Examples

<table>
<thead>
<tr>
<th>School or College</th>
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<tbody>
<tr>
<td>Department</td>
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<tr>
<td>Degree Program</td>
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<tr>
<td>Program Goals</td>
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<td>2023-2024 Accomplishments</td>
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<td>2023-2024 Improvements</td>
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<td>2023-2024 Evidence that Prompted Improvement</td>
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### Program Learning Objective 1: Upon completion of the degree, students should be able to...

| Location in Curriculum Map (Course Name) |  |
| Assessment Method                     |  |
| Timeline/Frequency                    |  |
| Benchmark                             |  |
| Results/Findings                      |  |
| Actions/Improvements                  |  |
Guidelines for 23-24 Assessment Reports

- **Who:** All Programs & Assessment Coordinators

- **What:** Assess at least one PLO and update top section on accomplishments/improvements

- **When:** February 23, 2024

- **How:** Use OEE templates
Sign up for our events: bit.ly/OEECalendar

- Assessment Workshop Series 2.0
  Sept. - Nov.

- Annual Assessment Symposium
  Nov. 8

- Coffee with Coordinators
  Sept. 19
  Oct. 19

- Annual Recognition Event
  Spring 2024

- Schedule a consultation at your convenience
Thank you!
EducationalEffectiveness@stonybrook.edu