



# FORTNIGHT

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A Communiqué focusing on topics related to Outcomes Assessment, Institutional Effectiveness, and Institutional Research produced jointly by the Office of the Associate Provost for Institutional Effectiveness and the Office of Institutional Research and Assessment (OIRA) at the College of Staten Island/The City University of New York

[www.library.csi.cuny.edu/assessment](http://www.library.csi.cuny.edu/assessment)

## WHAT IS FORTNIGHT?

A **fortnight** is a unit of time equivalent to 14 days. The term derives from the Old English *feorwertyne niht*, meaning “fourteen nights.” Inspired by the opportunities and challenges of Middle States Standard 14 and the desire to share information and best practices, **FORTNIGHT** is a communication vehicle, which is distributed online to the campus community.

## ACADEMIC PROGRAM REVIEW, SELF-STUDY, AND ACCREDITATION

Whether prescribed by a discipline-specific accrediting body (e.g., NCATE for Education, ABET for Computer Science or Engineering, or NLNAC for Nursing) or our internal process at the College, the purpose of Academic Program Review is to have a mechanism for continued analysis and improvement of programs. Academic Program Review generally requires some form of curricular review, review of faculty credentials and expertise, enrollment profiles, demonstration of student learning outcomes, feedback from qualified external reviewers, and post-graduation outcomes that may be demonstrated through alumni surveys and/or employer feedback.

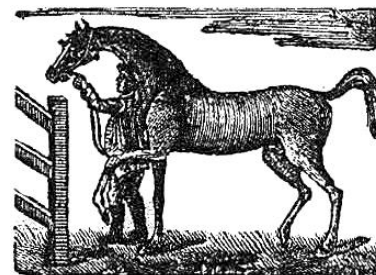
The calendar for program review varies, with each external accrediting body determining the length of its specific program accreditation. Recently, for example, the Computer Science Department received accreditation for the maximum six-year period for its BS program, and Nursing’s BS program was reaccredited for eight years. For those programs without external accreditation, College policy requires a review at least once every ten years; given the rapid changes in some fields, evolution in pedagogy, and curricular revision, this interval may be too long. Many campuses have program review cycles with five to seven year intervals; the entire Pennsylvania State System of Higher Education (PASSHE) with its 14 institutions, for example, requires programs without specialized accreditation to be reviewed at least once every five years (see [tinyurl.com/2eq6lvd](http://tinyurl.com/2eq6lvd) for details of this policy).

Academic Program Review at CSI has undergone significant transformation recently, through collaboration between the Office of the Associate Provost for Institutional Effectiveness and the Office of Institutional Research and Assessment (OIRA). A repository of Academic Program Review materials was established in OIRA in spring 2009; this resource is being expanded and catalogued on an ongoing basis. Guidelines for Academic Program Review and a calendar detailing the history and review cycle for all programs can be found on the Associate Provost’s website at [library.csi.cuny.edu/assessment](http://library.csi.cuny.edu/assessment). The calendar includes projected review dates for programs and centers, determined through discussions between the Associate Provost for Institutional Effectiveness and the academic Deans.

The calendar delineates the stages generally associated with reviews: self-study report, report of external evaluators, response to evaluators from the academic department or program, implementation plan from the academic department or program describing next steps and a timeline, and disposition letter from the external accrediting body indicating the status and duration of accreditation (where applicable).

## CLOSING THE LOOP: WINTER AND SUMMER SESSION IMPROVEMENTS INFORMED BY DATA

When winter classes were introduced at CSI for the 2005-2006 intersession, student surveys were used in conjunction with registration and application data to determine participants’ reasons for attending classes at this time, where they were coming from, what types of classes they sought, and what services were needed on campus. This information was shared with Academic Affairs, the academic Deans and department chairpersons, and was used to inform decisions about the level and breadth of the subsequent year’s offerings.



Given the benefits of this approach, a similarly comprehensive system of data collection was implemented for the 2008 summer session. Students who enrolled during the spring semester were asked to complete online surveys before the summer session began; their responses were used to plan that summer's offerings. Later, students who took part in the summer session responded to a survey about their experiences, in order to determine whether courses and services met students' needs. These experience surveys have been used every year since their introduction, and have undergone revisions as the College's offerings during these special academic sessions have changed.

## THE MIDDLE STATES SELF-STUDY PROCESS: WORKING GROUP 2

Co-Chairs: Dr. Richard Flanagan, Associate Professor of Political Science  
Mr. Milton Santiago, Vice President for Finance and Administration

Working Report Title: Sustaining Leadership, Integrity and Shared Governance

Working Group 2 is focusing on elements from Middle States Standards 4, 5, and 6. The group's charge reads as follows:

*Working Group 2 will examine the College of Staten Island's leadership structure, system of shared governance, administrative organization, and how the governance bodies conduct their work. The Working Group will assess the integration of institutional values into policies and processes, and how general ethical standards, inclusiveness, and civility are embedded in the College's culture and leadership. The Working Group will also examine the relationship between the College and CUNY as it relates to questions of leadership and shared governance.*

The membership of Working Group 2 covers diverse experiences, skills, and representation from many College constituencies, including senior-level administrative leadership, executive representation from the CSI faculty senate and College Council, union representatives, adjunct participation, and legal counsel. The Working Group is well positioned to examine how the College administers and governs itself, and upholds its policies to the highest degree of integrity.

## CAMPUS UPDATES

### College-Wide Academic Outcomes Assessment Committee

At its well-attended first meeting of the academic year, held on September 22, the committee membership discussed the importance and role of faculty leadership, and proposed several options for implementing rotating co-chairs from each division. Linkages with other College committees, particularly Curriculum and General Education, were also among the agenda items. Agendas and minutes for this committee are available on the Associate Provost for Institutional Effectiveness website at [www.library.csi.cuny.edu/assessment](http://www.library.csi.cuny.edu/assessment).

### Discipline Reaccreditations

The **FORTNIGHT** team sends its congratulations to the faculty and staff of the Computer Science and Nursing departments for their recent successful reaccreditations by ABET and the National League for Nursing Accreditation Commission (NLNAC), respectively.

### Annual Day of Assessment

Please save the date for the eighth annual CSI Day of Assessment, to be held in the Green Dolphin Lounge on **Friday, April 8, 2011**. More details will be forthcoming in future issues of **FORTNIGHT**.

## FORTNIGHTLY NOTES

Since 2008, the Alltech **Fortnight** Festival has presented entertainment in venues all across Kentucky, showcasing award-winning artists of all genres from around the world.  
[www.alltechfortnightfestival.com](http://www.alltechfortnightfestival.com)

Everyone is invited and encouraged to submit items related to departmental assessment projects, College institutional effectiveness activities, committee announcements, and best practices by **October 12, 2010**, for consideration to appear in the next communiqué.

