

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

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.

DAY OF ASSESSMENT TO FEATURE VARIED APPROACHES TO COLLECTING AND ANALYZING INFORMATION

As noted in a previous issue of **FORTNIGHT** (see Volume 4 Issue 4), the College of Staten Island has hosted a Day of Assessment in the spring of each year since 2003, with the exception of 2008. This year’s event is scheduled for Friday, April 8, from 9:00 am to 4:00 pm in the Green Dolphin Lounge. An agenda is available at www.library.csi.cuny.edu/assessment/doa2011.html

As has been our tradition since 2009, the 2011 Day of Assessment will feature five presentations from different areas and divisions on the campus. The over-arching theme for this year’s event covers the varied ways in which information and quantitative data can be collected and used for assessment purposes. Alan Hoffner, Director of Testing, is again preparing a special lunchtime activity that will highlight and complement the program sessions.

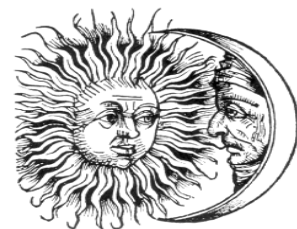
The Department of Modern Languages collects data in many forms in the language lab. Their presentation will focus on assessment of student progress, adaptive technologies in assessment, and assessment of oral proficiency. The Department will present three assessment tools in various stages of implementation, with particular discussion of creative approaches to doing assessment within time and resource constraints.

Vice President Milton Santiago, Division of Finance and Administration, will be joined by members of his division to present their approach to using the College’s Assessment Plan Template (available on the Associate Provost for Institutional Effectiveness website). Auxiliary Services Director Ira Persky will discuss assessment related to food services through the use of **survey data**, and Security Director Paul Murtha will focus on **observational research** in his presentation on assessment related to traffic and security operations.

Dr. Diane Philips, Director of Institutional Research for the Macaulay Honors College, will be our guest speaker. Her presentation on **content analysis** will provide an overview of the use of qualitative data in assessment. This methodology is applicable to any academic department, program, or support office; those departments and offices that have significant writing assignments, opportunities for reflection, or which make use of interviews or focus groups will find this presentation particularly valuable.

The Registrar’s Office was an early adopter of the Assessment Plan Template. After reviewing their office goals (which support the goals of the Enrollment Management Division), staff members Neila Green, Veronica DiMeglio, and Wandy Tse aligned existing and new data collection opportunities, including **internal operational data** and surveys. In its early stages, their process was featured as a “case study” during the November 2, 2010 meeting of the College Institutional Effectiveness Committee meeting. The Registrar’s Office will present a more developed Assessment Plan along with insights into the evolution of their process.

The General Education Committee has been involved in evaluating the College’s current General Education program in the context of the overarching learning goals put forth by the Association for American Colleges and Universities (AAC&U). The LEAP Initiative (Liberal Education and America’s Promise) has inspired many institutions nationwide to re-imagine their General Education programs and work to include general education learning goals throughout the curriculum and majors. Warrick Bell, Assessment Coordinator in the Office of Institutional Research and Assessment, has been at the center of a campus-wide **curriculum mapping** project primarily examining our current General Education courses, and ultimately all



the courses in the CSI Undergraduate Catalog. Professor Richard Powers, member of the General Education Committee, will join Warrick in sharing our progress to date, and offer insights as to how well we are meeting our general education learning goals.

This year's conference adds a new feature in the form of an area for **posters**, and time for viewing. Poster spaces are open to members of the CSI community and participants from other CUNY campuses. Individuals or groups interested in presenting a poster displaying subject-matter, accomplishments, or practices related to assessment, please contact Warrick Bell at 718.982.2086 or by email at warrick.bell@csi.cuny.edu. Space is limited.

To register for this year's conference, please contact Lucy Lombardo in the Office of Institutional Research and Assessment at 718.982.2085 or by email at lucy.lombardo@csi.cuny.edu. Be sure to indicate whether you will be attending for all or part of the day, if you can join us for lunch, and indicate if you have any dietary restrictions. **Seating for the event is limited, so please reserve your place soon.** The Day of Assessment is open to other CUNY campuses and neighboring institutions. We look forward to seeing you on April 8.

CLOSING THE LOOP: PERFORMANCE MANAGEMENT PROCESS (PMP) INVOLVES INPUT FROM ALL DIVISIONS

The Performance Management Process (PMP) is a central CUNY initiative in which each campus sets goals related to nine target areas, and addresses how well those goals were met the following year. Preparation of the two PMP documents – one, an end of year response, and the other setting goals for the coming year – is a responsibility of the Associate Provost for Institutional Effectiveness. The document preparation process, which takes place over several months prior to the annual June deadlines, involves collaboration and consultation with many individuals and groups around campus. Discussion of the achievement of goals from the 2010-2011 PMP has been ongoing in General Chairs' meetings, as well as in combined meetings that include the Cabinet, Provost's Council, and program directors. Faculty who oversee programs with professional licensing examinations are also consulted about their class cohorts and asked to provide updates regarding approaches to support students in their attempts to pass these exams. [Please see www.cuny.edu/pmp for information about the PMP cycle.]

CAMPUS UPDATES

Curriculum Committee – At its March 4 meeting, the group returned to a discussion about the relationship between the Curriculum Committee and the College-wide Academic Outcomes Assessment Committee (AOAC) in terms of providing detailed reviews and information about course and program assessment. The Curriculum Committee decided that it would require basic information relating to how course objectives could be assessed, while a recommendation was made to have proposals brought before the AOAC before coming to the Curriculum Committee, for consultation about best practices and varied approaches to assessment.

Interdisciplinary Program Directors Meeting – With the growth of interdisciplinary programs, the College has met challenges in terms of integrating these initiatives into governance and ensuring that they have appropriate representation. In addition, there are idiosyncrasies associated with the assessment of interdisciplinary studies, as these programs often incorporate courses from other departments and programs into their structures. Program Directors Professor Alyson Bardsley (Women's, Gender and Sexuality Studies), Professor Eric Ivison (SLS), and Professor Catherine Lavender (American Studies), met with Assessment Coordinator Warrick Bell of the OIRA on March 9, to discuss strategies for developing interdisciplinary assessment plans, and methods of ensuring that contributing courses from other departments address the goals of interdisciplinary programs. The participating directors marked the session a success, and left the meeting invigorated about the process.

CUNY EVENTS

Assessment in the Social Sciences – On March 18, the CUNY Assessment Council sponsored a one-day seminar at the CUNY Graduate Center on assessment in the social sciences. Faculty from John Jay, Brooklyn and Hunter Colleges presented on their assessment experiences in Political Science, History and Psychology.

FORTNIGHTLY NOTES

[Encyclopædia Britannica](http://www.britannica.com) notes that a period of 14 days is half of the Moon's 28-day cycle, so it takes one **fortnight** for the Moon to wax from new to full, or to wane from full to new.

Everyone is invited and encouraged to submit items related to departmental assessment projects, College institutional effectiveness activities, committee announcements, and best practices by **March 28, 2011**, for consideration to appear in the next communiqué.

