



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.

OFFICE OF INSTITUTIONAL RESEARCH AND ASSESSMENT CONTINUES TO EVOLVE AND ADDRESS SPECIALIZATIONS

The mission of the Office of Institutional Research and Assessment (OIRA) is to support the processes of evaluation, planning and change at the College with valid and reliable information. The Office maintains and processes data and information of interest to the campus community; acts as the repository of record for institutional information; serves as the liaison with the central CUNY Office of Institutional Research; and, to the extent possible, assists all areas of the College with projects related to assessment. Under the auspices of the Associate Provost for Institutional Effectiveness, OIRA staff have been centrally involved in the Middle States self-study effort for the last three years. With the growth of the office and the increased demand for information, some specialization of assignments and changes in responsibility were recently implemented.

Dr. Sam Michalowski, Director of the OIRA, joined the staff in July 2010 after holding institutional research positions at both CUNY Central Office Academic Affairs and LaGuardia Community College. In addition to managing OIRA, Sam works principally on analyses and surveys related to institutional and program assessment. He recently oversaw the Noel-Levitz Student Satisfaction Survey in the spring 2011 semester and helped launch the COACHE survey of tenured faculty this semester. Sam is also responsible for the acquisition of graduate school admission test results reported by our students from the GRE, LSAT, GMAT, MCAT, and DAT. The College attempts to make use of these test scores to inform program changes. He will be presenting on his analysis to date on the College's retention and graduation outcomes on December 7th at 2:30pm at CSI's Faculty Center.

Warrick Bell, Coordinator of Assessment, has taken on additional roles. The growing repository of program self-studies and information for Middle States necessitated specialization in the office. He continues to assist the Associate Provost with the development of new and improved assessment templates and documents, academic program schematics, and providing information and guidance to assist faculty and staff with assessment projects. Working with the Associate Provost, Warrick is also responsible for maintaining The Assessment Matrix and the self-study calendar; both of these items appear on the Associate Provost for Institutional Effectiveness's website at www.library.csi.cuny.edu/assessment.

Barbara Cohen, Survey Coordinator, is responsible for overseeing both internal and external surveys handled through the Office. A new high-speed scanner is helping to ensure that internal paper surveys are processed in a timely fashion, so that results and reports are available to clients as quickly as possible. For example, the Office was able to process responses from this summer's New Student Orientation in a manner that would not have been possible just a few months ago. Barbara is also now taking the lead on a new streamlined process for collecting information for reporting to surveys that originate from outside of the campus.

The areas overseen by the Associate Provost for Institutional Effectiveness are also benefitting from the training and experience of Dr. El Samuels, who has served as the Assessment Coordinator for the Education Department for several years, particularly through the department's NCATE accreditation process. El's expertise related to discipline-specific visits is now being utilized and applied in other areas; he recently provided extremely useful input to Carol Hartman, relating to the accreditation of the Medical Technology program by the National Accrediting Agency for Clinical and Laboratory Sciences (NAACLS).



COUNTDOWN TO THE MIDDLE STATES SITE VISIT: LESS THAN SIX MONTHS REMAINING

With less than six months to go until our site visit on April 1-4, 2012, the College community continues to make preparations on many fronts. The first draft of the self-study has been made available for general review at www.csi.cuny.edu/middlestates. A discussion board has been set up on the site, so that any member of the campus community can respond to the document. The Middle States Steering Committee has met on several occasions to discuss responses and amendments to the initial draft, with special attention paid to input from the Co-chairs of the seven Working Groups who had reached out to their membership for additional commentary. Responses continue to be submitted and are being incorporated into the second draft of the self-study, which must be made available to our team chair, Dr. Carlos Vargas-Aburto, Provost of Kutztown University, by November 5 since he will be making his individual preliminary visit to campus on December 5. At that time, Dr. Vargas-Aburto will tour our facilities, familiarize himself with the logistics of the hotel and campus, and make suggestions related to our draft document, supporting evidence, resources, and the visit by the full team.

Members of the academic departments and programs continue to submit completed checklist items for The Assessment Matrix, and are also providing faculty vitae and course syllabi for Fall 2011 offerings. As reported in the last issue of **FORTNIGHT**, CVs can be emailed to Warrick Bell at warrick.bell@csi.cuny.edu while course materials should be sent to syllabi@csi.cuny.edu. Please continue to monitor The Assessment Matrix on the website of the Associate Provost for Institutional Effectiveness at www.library.csi.cuny.edu/assessment, to be sure that material that has been submitted is accurately represented in the cells. Entries in The Matrix reflect material that has been processed by the Office of Institutional Research and Assessment, so there is an occasional lag between submission and the updates appearing online.

Alongside the actual collecting and preparation of documents, Acting Vice President for Finance & Administration Ira Persky and members of his Division continue their focused efforts on campus beautification and signage. In addition, the Division is heavily involved in selecting and developing both the evaluation team's workspace and the support document repository.

CAMPUS UPDATES

PCA Department – The department recently hosted John Monti, Professor of Art at the Pratt Institute, and Gina Werfel, Professor of Fine Art at the University of California at Davis, who came to campus on October 14 as part of the self-study of the Art programs. Congratulations to Professors Tracey Jones, Beatrix Reinhardt, Nanette Salomon, Marianne Weil and Siona Wilson who oversaw the self-study process and production of the document. The evaluation report by Professors Werfel and Monti has been received by the College, and the Art programs will prepare a plan based on their own findings as well as those of the reviewers.

CLOSING THE LOOP: WPA CONSULTANTS VISIT CAMPUS AS A FOLLOW-UP TO ENGLISH DEPARTMENT SELF-STUDY

The English Department hosted two experts from the Council of Writing Program Administrators (WPA), who were on campus on October 17-18 to review the College's writing programs and offer suggestions as to how they might be improved. Dr. Barbara Cambridge, Director of the National Council of Teachers of English, and Dr. David Jolliffe, Brown Chair in English Literacy at the University of Arkansas, met and spoke with full-time and part-time faculty from several departments including English, along with Writing Center staff and members of the administration. Dr. Cambridge, formerly a professor of English and director of writing programs at Indiana University-Purdue University in Indianapolis, has held several key positions related to pedagogy, including serving as President of the International Society of Teaching and Learning. Dr. Jolliffe, also a writing scholar, has held positions at DePaul University and the University of Illinois-Chicago Circle. This visit was a follow-up to the English Department's self-study and review that was completed last spring.

FORTNIGHTLY NOTES

Fèis Àrceolais na Gàidhealtachd, the annual Highland Archaeology Festival produced by the Highland Council Planning and Development Service, celebrates the rich cultural heritage of western Scotland, from Caithness to Argyll. The event runs from October 1 to October 16 this year.
www.highland.gov.uk/yourenvironment/conservation/archaeology/highlandarchaeologyfestival.htm

Everyone is invited and encouraged to submit items related to departmental assessment projects, College institutional effectiveness activities, committee announcements, and best practices by **November 25, 2011**, for consideration to appear in the next communiqué.

