

CWAAC Agenda & Minutes

Sep 14, 2022

In Attendance: Michael Unger (Chair), Sarah Carberry (GECCo), Christina Connor (Library) Sarah Koenig (HGS), Gurvinder Khaneja (IR), Carrie Miller (HGS), Rick Nunez (ASB), Susan Gaulden (Interim Provost / VPAA).

Not Present: Sharon Leathers (SSHS, scheduling conflict with Provost search committee)

Agenda

- Welcome New Members
- Overview of 2022-23 Assessment
- Planning Assessment Workshops
- School & Program Updates
- Survey of Assessment Culture (Gurvinder, SHSU)

Minutes

- CWAAC welcomed new members and everyone introduced themselves
- CWAAC discussed the assessment process
 - Deadlines (plans due 10/3), review and feedback process, external programs send summaries and uploading assessment documents to CWAAC's Google Drive
 - SAC Chairs for each school agreed to announce assessment due dates in the next Unit Council meeting.
 - CWAAC reiterated that freestanding minors with 12 or more students are required to assess. Gurvinder will send the CWAAC Chair freestanding minor enrollments in October and the CWAAC Chair will contact freestanding minors.
- Planning Assessment Workshops
 - CWAAC finalized topics and semesters for workshops
 - Fall 2022
 - Writing Student Learning Outcomes
 - Assessing Multiple Courses in Canvas (Tim Haase will co-present)
 - Rick Nunez described how ASB used Canvas to assess student performance on an external instrument across different sections.
 - CWAAC Chair will arrange co-presenters, rooms and promotion
 - Spring 2023
 - Five Year Academic Program Reviews & Assessment
 - Assessment Role in Curriculum Development: New Courses & Programs
- SAC Chairs and the Library Coordinator provided program assessment updates.
- Survey of Assessment Culture (Gurvinder Khaneja, SHSU; <https://www.shsu.edu/research/survey-of-assessment-culture/>)

- Gurvinder described the Survey of Assessment Culture including purpose, costs and potential benefits to Ramapo College and CWAAC reviewed the survey instrument. Gurvinder also shared the password for accessing the instrument if anyone would like to take a closer look.
- CWAAC suggested promoting the survey, ways to use potential results and fielding the survey for a second time for comparison.
- CWAAC also suggested asking Enrollment Management if they would like to participate in the Student Affairs module.
- CWAAC agreed that the survey is worthwhile, but we should be careful about ways the survey items do not match our structure (e.g., school descriptions) and length.
 - Gurvinder stated that she will follow up with the administrators to see if can shorten the survey by removing questions that do not match RCNJ and supplement the data with our own measures.
- CWAAC noted it may be worthwhile to develop a RCNJ-specific survey of our assessment structure (e.g., CWAAC, SACs, Assessment Coordinators) that do not appear on the Survey of Assessment Culture.