

Campus Structure to Support Effective Assessment

Niagara County Community College

This document focuses on the structure Niagara County Community College uses to maintain and support effective assessment. A Coordinator of Assessment position was created to coordinate campus-wide assessment activities. The coordinator works closely with faculty and program coordinators to develop assessment criteria, assess learning outcomes, and utilize the assessment results as a basis for improvement. The newly formed Faculty Senate Committee on Assessment of General Education, Institutional Research, the Faculty Resource Center, and the College Website all support the assessment initiative on campus. This faculty-centered approach in conjunction with the various support mechanisms has worked successfully at Niagara County Community College.

Coordinator of Assessment

- Coordinate assessment efforts on campus
- Maintain the NCCC General Education Assessment Plan
- Collect assessment results from course sections randomly chosen for assessment
- Work with faculty to analyze the assessment results and create an action plan for improvement
- Prepare the annual Assessment of General Education Report

Faculty

- Determine assessment measures and criteria for each of the SUNY General Education learning outcomes
- Report the assessment measures and criteria on an “Assessment Grid”
- Implement assessment in randomly selected course sections and report the assessment results to the Coordinator of Assessment
- Implement action plan for improvement

Academic Program Coordinators

- Work with faculty in each program to ensure consistency in assessment measures and criteria
- Work with part time faculty to see that they are aware the learning outcomes, assessment measures, and criteria for each course they teach
- Promote consistency in courses taught by both full time and part time instructors

Institutional Research

- Randomly select course sections to be assessed based on a three year assessment cycle
- Assist in data analysis
- Assist in the preparation of the annual Assessment of General Education Report

Faculty Resource Center

- House assessment reference material
- NCCC General Education Assessment Plan
- Samples of learning outcomes, assessment measures, and criteria
- Other useful assessment reference materials
- Offer round table discussions on SUNY General Education Assessment
- Offer professional development activities to assist in effective assessment

Faculty Senate Committee on Assessment of General Education

- The committee is made up a representative from each academic division, the Coordinator of Assessment, and the Associate Dean of Program Evaluation and Assessment
- Committee charge:
 - Approve courses to be submitted to SUNY for General Education approval
 - Make recommendations for all issues involving General Education and its implementation on campus

NCCC Website

- Maintain a listing of all courses approved as meeting one or more SUNY General Education Requirement
- Maintain a copy of the NCCC General Education Assessment Plan

