

July 19, 2006

Memorandum

To: State University Presidents
State University Chief Academic Officers

From: Provost Peter D. Salins

Subject: Assessment Reporting Task Force Report and Recommendations

On May 24, my office transmitted to campuses the final report and recommendations of the Advisory Task Force on Assessment Reporting. I am pleased to inform you that I have reviewed these materials and am able to approve the recommendations almost in their entirety. My two revisions are described immediately below.

1. Recommendation #11 (as found in Appendix F of the Task Force report) currently reads as follows:

System Administration should continue to track General Education assessment reports, send correspondence to campuses documenting receipt of all required materials, and provide campuses with individualized feedback on their General Education assessment results, using a staggered schedule (i.e., one-third of campuses every year).

As revised, Recommendation #11 will read as follows:

System Administration should continue to track general education assessment reports and send correspondence to campuses documenting receipt of all required materials.

2. I am adding the following recommendation:

System Administration staff should visit campuses on a regular basis (i.e., going to one-third of campuses every year) for the express purpose of reviewing and discussing campuses' assessment process, reports, and data.

In this way, we are preserving the overall intentions of the Task Force and at the same time ensuring that there is continued accountability in the assessment process. More important, we are providing an opportunity for closer and more sustained dialogue between campuses and System Administration about assessment.

Within the next week, my office will send out to campuses a concise communication summarizing the specific implications of the Task Force's recommendations for campuses' assessment reports for 2005-06, which are due to my office by September 1, 2006.

Please direct any questions regarding assessment reporting to Dr. Patricia Francis via e-mail at Patricia.Francis@suny.edu.

Attachment

Copy: Carl Wiezalis, President, University Faculty Senate
Kimberley Reiser, President, Faculty Council of Community Colleges
Anne Huot, Executive Vice Provost and Head, Office of Academic Affairs
Patricia Francis, Assistant Provost, Task Force Chair
Task Force Members