

Office of Educational Effectiveness

**Communication to Assessment Coordinators re: Programs Reports and Workshops
August 31, 2022**

Dear Colleagues,

The message below will be sent tomorrow morning to all assessment coordinators on the West and East Campuses (who have been identified). The Office of Educational Effectiveness (OEE) will be facilitating workshops and providing resources to assist all assessment coordinators in completing an assessment cycle this fall.

Though the assessment of our programs is an accreditation requirement, my goal is to assist in collecting the data necessary to ensure we're meeting the University's mission of providing the highest quality of education.

I welcome your support in these efforts and am happy to provide any additional guidance to your teams in ensuring a successful assessment cycle.

Best,
Catherine Scott
Director, Office of Educational Effectiveness
Office of the Provost

Dear Assessment Coordinators,

Welcome to the Fall 2022 semester! We are excited to see so many friendly faces back on campus. As you may recall from the *Spring Assessment Coordinators [introductory meeting](#)*, all SBU non-accredited academic programs will be assessed this Fall term. The Office of Educational Effectiveness (OEE) is here to walk you through this process. To prepare for the upcoming assessment cycle, we invite you to check out some helpful resources and events.

- Register for our Workshop Series and learn about the assessment process - one step at a time! By attending each workshop, you will walk away with the tools to complete your [Program Assessment Report](#) which will be collected in Spring 2023.
 - Articulating Goals & Objectives - [Sept. 6 at 10 a.m.](#) or [Sept. 8 at 1 p.m.](#) or [Sept. 12 at 12 p.m.](#)
 - Mapping & Metrics - [Sept. 28 at 2 p.m.](#) or [Sept. 29 at 9:30 a.m.](#)
 - Benchmarks & Timelines - [Oct. 18 at 12 p.m.](#) or [Oct. 20 at 3 p.m.](#)
 - Data Collection, Analysis & Reporting - [Nov. 16 at 10 a.m.](#) or [Nov. 17 at 3 p.m.](#)
 - Closing the Loop - Actions for Improvement - [Jan. 31 at 11 a.m.](#) or [Feb. 1 at 10 a.m.](#)

- [Register](#) for our [Fall Assessment Symposium](#) on November 10, 2022, featuring SUNY Buffalo's Director of Curriculum, Assessment &

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Teaching Transformation, Dr. Carol Van Zile-Tamsen, and educational consultant & author, Dr. Peggy Maki. This event is free for SBU faculty and staff. Breakfast & lunch will be provided.

- Check out the OEE [website](#)! Meet our team and explore our assessment overview.

OEE is excited to serve as a resource for faculty and staff who support assessment activities and specialized accreditation reviews. If you are looking for targeted support with your Program Assessment Report, please [request a consultation](#) at your convenience.

We look forward to working with you more closely in the coming months and wish you a successful Fall semester.

Best,
Catherine Scott
Director, Office of Educational Effectiveness
Office of the Provost