



2025 - 2026 Report from the Academic Assessment Committee to the Faculty Senate

Membership

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Meetings

The Academic Assessment Committee met weekly from September 11, 2025, until April 9, 2026.

Agendas and minutes from each meeting are filed in the committee's Google Drive:

https://drive.google.com/drive/folders/1zf8mvkzVuv2j0wKy7mVyTr3l8QbVVxGo?usp=drive_link

https://drive.google.com/drive/folders/1KRQa6Ixa2Vs6FbzuXK7zfUgIHdpryrih?usp=drive_link

Annual Assessment Plans and Reports

Compliance

- Programs that were completing a self-study as part of the 5-year program review or programs that were up for reaccreditation in 2025-2026 were not required to complete an annual assessment report.
- For the 2024-2025 assessment cycle, there was 100% compliance rating with respect to completed assessment reports from academic departments.

Committee Review of Reports

The Academic Assessment Committee (“AAC”) reviews each plan and report from academic departments and offers suggestions to improve the usefulness and sustainability of the department’s assessment processes.

Academic departments typically meet with the committee face-to-face to discuss their assessment efforts at least every two years, or more frequently if warranted. Full-time members of the department are expected to attend these meetings. Communications from the AAC are also sent to each member of the department’s full-time faculty.

These reviews provide AAC members with an opportunity to provide formative feedback to academic departments on assessment efforts. This process mirrors that which is used by peer reviewers during accreditation. Additionally, these discussions often yield valuable information that may not appear in written reports.

Following each review, the committee assesses each department’s assessment process using a rubric that includes descriptive criteria for effective assessment. This rubric additionally allows for qualitative feedback and recommendations. Once scored, it is shared with the department.

Assessment reports and plans from departments not scheduled for a face-to-face review are read by two members of the committee, each of whom scores the assessment report using the rubric. Reviewers’ feedback and the completed rubric are sent to the department.

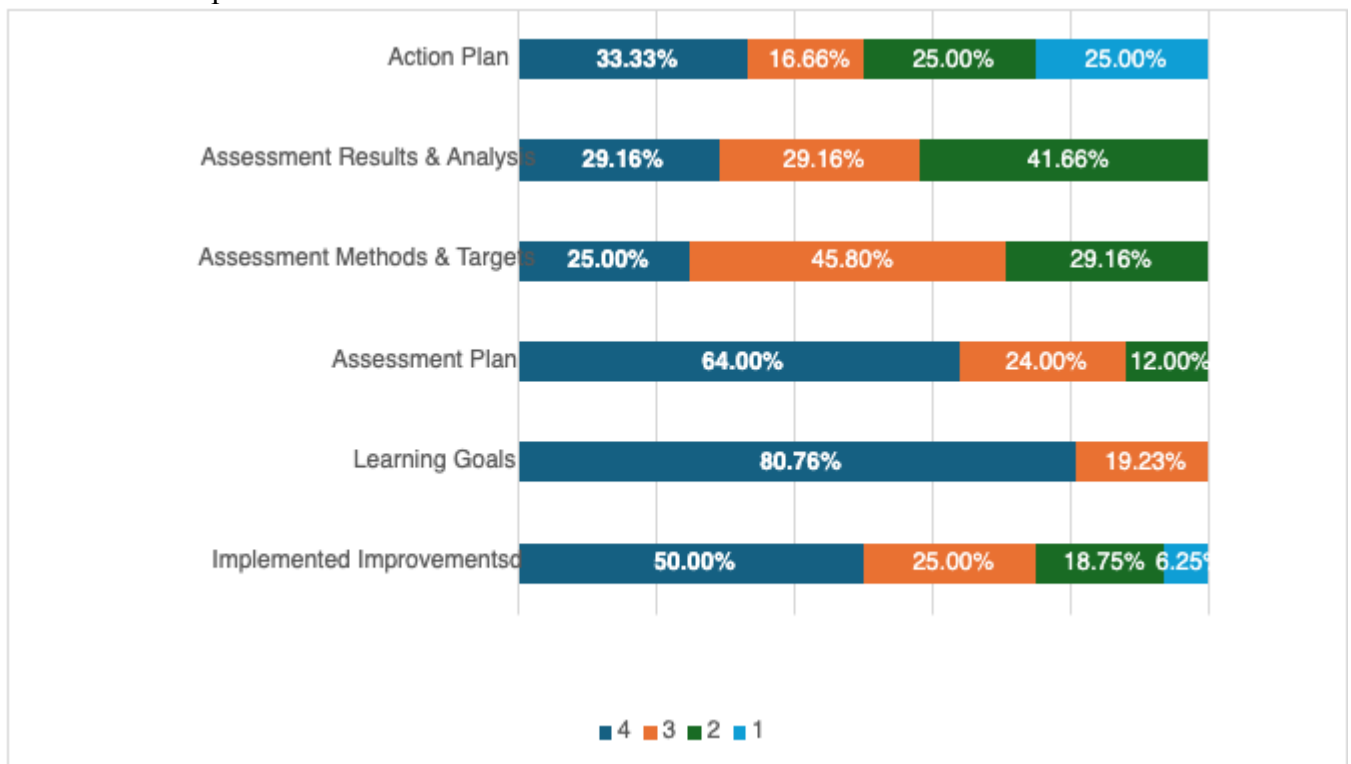
For the 2025-2026 academic year, the AAC gave departments scheduled to meet face-to-face the option to skip the in-person meeting. Due to the University's academic portfolio review, we determined that some departments would be more affected, and deferring their meetings would not affect the overall effectiveness of the review process. In the 2025-2026 academic year, the AAC met with representatives from 3 academic programs to discuss their annual assessment reports. Committee members reviewed an additional 25 plans and reports. We will discuss and determine whether to resume face-to-face meetings in Fall 2026 before we begin reviewing the 2026-27 annual assessment reports.

The following table reports the average ratings for each rubric item, based on reviews of assessment reports generated across 7 assessment cycles.

Key: 4=Exemplary 3=Established 2=Developing 1=Undeveloped 0=No Evidence in Report

Assessment Cycle	Implemented Improvements	Learning Goals	Assessment Plan	Assessment Methods & Targets	Assessment Results & Analysis	Action Plan
2017-2018	N/A	3.45	3.18	3.18	3.00	2.59
2018-2019	3.29	3.82	3.30	3.27	2.91	3.45
2020-2021	3.05	3.67	3.43	3.20	3.13	3.36
2021-2022	3.14	3.82	3.37	3.07	3.19	3.20
2022-2023	2.76	3.70	3.40	2.65	2.80	3.05
2023-2024	3.40	3.73	3.61	3.36	3.18	3.59
2024-2025	3.19	3.81	3.52	2.96	2.85	2.58
% change 25 vs. 24	-6%	2%	-2%	-12%	-10%	-28%

The chart below shows the percentage of departments that achieved specific rubric ratings in the 2024-2025 reports.



The table below shows the percentage of departments achieving “Exemplary” ratings in reviews of assessment reports across 7 assessment cycles.

Assessment Cycle	Implemented Improvements	Learning Goals	Assessment Plan	Assessment Methods & Targets	Assessment Results & Analysis	Action Plan
2017-2018		59%	50%	41%	36%	14%
2018-2019	40%	67%	43%	38%	29%	29%
2020-2021	40%	77%	61%	47%	43%	57%
2021-2022	50%	82%	52%	33%	50%	54%
2022-2023	24%	70%	50%	21%	25%	40%
2023-2024	47%	77%	67%	45%	41%	59%
2024-2025	50%	80%	64%	25%	29%	33%

Discussion of Findings

- Throughout the review process, the committee saw more departments connecting last year’s feedback to the following year's assessment process.
- Analysis of results and the use of assessment findings continue to be areas that need improvement across the board, as does the use of multiple measurements.
- As rigor has increased, so have the committee's expectations; therefore, something that was exemplary two years ago may no longer be considered exemplary now, as we are always looking for continuous improvement.
 - Assessment and the Action Plan, Assessment Methods, and Assessment Findings showed decreases in exemplary ratings compared to last year.
- Not having face-to-face meetings with departments may have affected rubric results because the communication component was missing. Often, through discussion with the departments, clarification is provided, and that component was missing this year.

Themes Emerging from 2024-2025 Assessment Reports

The following themes recurred in the 2024-2025 annual assessment reports:

- Websites for programs across the board need to be updated. The committee understands that some departments have tried to have them updated, but they still haven’t been. AAC recommends that an institutional process be established for programs to submit student successes/outcomes for addition to the website.
- Departments have great student success stories; however, such stories have not necessarily been included in reports because it wasn’t an explicit requirement in the template. AAC will be updating the template to accommodate this going forward.
- Some programs acknowledge that AI may skew future assessment results, and some are incorporating it into their programs. They will continue to monitor how AI affects assessment results and their reliability, as well as how it will be implemented in the curriculum.

- The Action Plan category continues to need improvement from departments. The results for the Action Plan category showed a significant decrease (28%) in the overall average score (3.59 vs. 2.58 this year) compared to the prior year. AAC identified this as an area where we can be more explicit in requesting that this be included within the annual assessment report. When we meet with departments face-to-face, they can discuss their plans, even if they are not written in the report.

Assessment of the Committee's Review Processes

Last year, the AAC committee decided to send this follow-up survey on a three-year schedule. Departments will be encouraged to provide feedback on the process when the AAC Chair sends the scoring rubric to the faculty. The next survey is scheduled to go out in the 2026-2027 academic year.

Program Reviews

The AAC reviewed five self-study reports from Math, Computer Science, BS in Cybersecurity, MS in Cybersecurity, and MS in Data Science. These self-study reports were completed as part of the 5-year program review for each department. Summary reports were completed by the AAC, reviewed by the department faculty, and shared with the Provost and respective Dean. Next, the department should meet with the Provost to review the self-study report, discuss assessment findings and trends, identify resource needs, and establish goals and action plans.

Additional Information

The AAC met with the school deans and the Associate VP of Human Resources on October 30, 2025, to discuss concerns regarding departmental compliance with assessment expectations and faculty behavior. Deans agreed in principle that discussions of department/program assessment will be part of annual faculty reviews to showcase the shared assessment requirement.

Progress on 2025 - 2026 Action Plan

Recommendation	Status Update
Identify members to serve on the Standard V working group and draft and complete the Standard V Middle States Self-Study chapter.	<i>Donna Dolansky chaired the Standard V sub-committee, and membership included Amy Haver and Kaylee Seddio. The chapter has been drafted and completed for the initial self-study submitted to Middle States. This item has been completed.</i>
Create assessment reels and share with faculty to provide professional development in areas where at least 80% of programs are not achieving "Exemplary" ratings and where faculty indicated a need for additional professional development.	<i>A few reels were created, but due to committee turnover and a change in priorities, we did not get as far as we had hoped. This is something AAC will work on during the upcoming academic year.</i>

Besides the “Assessment at Utica University” blog series, develop additional ways to showcase programs that demonstrate excellence in assessment. The committee may consider having a social media presence.	<i>The committee needs to continue to work on this. The website will be updated, but it would be beneficial to find another platform to demonstrate excellence in assessment. We will be adding a section to our annual assessment report template for programs to highlight these directly in their reports. The new university strategic plan also includes a recommendation directly related to this.</i>
Initiate planning/organizing for the next self-study report and accreditation visit.	<i>Standard V chapter was completed. The MSCHE team chair visited campus on 4/10. Electronic feedback will be shared with the Steering Committee and, as appropriate, with AAC.</i>

In addition to its ongoing work reviewing annual assessment reports and program reviews, the AAC will address the following in 2026-2027.

2026 – 2027 Action Plan

Recommendation	Status Update
The committee will update the AAC website and handbook before the beginning of the Fall semester, including updated references to the Five-Year program review to “Self-Study.”	
Assessment information needs to be migrated from Google to the Microsoft Teams Folder once the accreditation process is complete. The committee was allowed to continue using Google through the university’s accreditation process.	
The committee will update the scoring rubrics, executive summary template, and annual assessment report templates.	
The committee will hold informational meetings and create tutorials or reels to help programs improve their scores in certain areas.	