Faculty Assessment Day VI: May 3, 2011

All full-time teaching faculty, the Provost, library instructional staff, the chair of Naval Science, members of the Office of Student Life, the Dean of Admissions, and Director of Institutional Research gathered together for the sixth biannual Faculty Assessment Day. Departments submit minutes of the day’s activities and a short PowerPoint presentation highlighting key findings.

**Engineering Department:**
The department applied for ABET reaccreditation in Marine Engineering and Naval Architecture and initial accreditation in Electrical Engineering, Facilities Engineering, and Mechanical Engineering. The accreditation of the three new programs was recommended by the department’s IAB. An ABET review team visited in October 2010.

Preliminary findings:
- Curriculum: some prerequisite exceptions were noted
- Assessment (ABET Outcomes): There is a working system; some comments on uncollected and uncollated data and not closing the loop.
- External Assessment (ABET Objectives): System not documented; want more specific alumni data
- Advisory Boards and Assessment → Essential

Interim actions by the department:
- Nearly complete data collection → The course coordinator is responsible for collection of data from evaluator and presenting the results to instructors during assessment day.
- Statics trending → Statics is assessed at the beginning of Strength of Materials course….Assessment has shown improvement in all areas except for Free Body Diagrams; Instructors have been using assessment data to focus review topics at beginning of course; Statics assessment test will start to include data as to whether students have taken statics here or at another school

Action Item:
- Statics summit scheduled: teaching focus and uniformity, and transfer issues.

**GBAT:**
- Each instructor has created course portfolios which display assessment tools, student work, syllabi, and course information.
- Curricular changes recommended by the GBAT Industry Advisory Board were proposed and approved.
- Outcome assessments of economics classes (GBEC 121 & GBEC 122) have been performed as part of general education assessment in the social sciences in 2004, 2008, and 2011.
- Department members will work over the summer to prepare for the department’s external review.

**Humanities:**
Faculty reviewed the Accuplacer exam as a tool for placement into ENGL 101.
Executive Summary: FAD VI

Follow up from FAD V (Dec. 2010): American Civilization instructors (HISTORY 101 and HISTORY 102) have modified and improved the pre-and post assessment tests. These new tests were administered during this past semester.

- **Findings:** Assessment test results - SPRING 2011

  HISTORY 102 Correct answers on a 30-question diagnostic test

<table>
<thead>
<tr>
<th>JANUARY</th>
<th>APRIL</th>
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<tr>
<td># Correct</td>
<td>n</td>
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<tr>
<td>0-5</td>
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<td>19</td>
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<td>11-15</td>
<td>4</td>
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Some initial data was presented on critical thinking skills, now measured initially in ENGL 102 and a second time in HIST 101.

The department will examine whether a pre/post Cultural Aptitude Test will be a useful tool of assessment in HUMN201 and 202.

**Marine Environmental Science:**

The Marine Environmental Science program was externally reviewed this term. Findings and recommendations:

- **Resources for conducting field exercises and making use of location/local habitat**
  - Need for a small vessel – *address maintenance issue*
  - Vehicles – *make van use and access easier*
- **Hiring of new faculty**
  - Not enough students to justify teaching more electives
  - Create directory/list of available adjuncts in area
- **Field experience course**
  - 1st year introductory course – *use seniors as TAs*
  - Senior capstone course involving all MES faculty
  - Wet lab availability on waterfront – *new building ➔ space may be provided in the new pier shed.*
- **Increase critical thinking skills of students**
  - Move to more exploratory, open-ended lab exercises
  - Increase student presentations, posters – *part of field experience course*
- **Career Office**
  - Help students locate internships
  - Help MES students find employment – “*Environmental Science is one of the fastest growing sectors on the job market according to US Labor Statistics*”
- **Retention**
  - Use alumni for recruitment and retention
  - Admissions Office – *work with MES to recruit students and contact high schools with relevant science/environmental programs*
Science department
Faculty not directly engaged in the MES program, broke into disciplines.

- The mathematics group participated in a demonstration of *Accuplacer*, an online placement exam. Faculty discussed the merits of the test and also the need to address course issues more regularly.
- Assessment of general education learning outcomes in the natural sciences were addressed by physics, chemistry, and meteorology faculty. Each discipline prepared data, a summary report, and a closing-the-loop report.

Marine Transportation:
Issues facing MT department:

- USCG audit scheduled for October 2011.
- Creating the MT webpage
- Creating an institutional course template to address STCW requirements.
  - This course contains mandatory provisions set by the International Convention on Standards of Training, Certification and Watchkeeping for Mariners (STCW). Required minimum STCW standards must be met for satisfactory completion of the course. When assessments are required, individuals must demonstrate their ability to meet the STCW specified standard of competence. *Standard of competence* means the level of proficiency to be achieved for the proper performance of functions in accordance with internationally agreed criteria incorporating prescribed standards or levels of knowledge, understanding and demonstrated skills as set forth in the STWC. Assessors will utilize the evaluation criteria contained within the STCW to judge whether or not a candidate can perform the related tasks, duties and responsible. As stated in the STCW 95 Code, “the prime criterion is that a candidate demonstrates the ability to carry out a task safely and effectively to the satisfaction of the assessor.
  - Individuals anticipating having difficulty reading or understanding textual examinations must request of the USCG Officer in Charge Marine Inspection New York (OCMI New York) permission to be granted this accommodation within the first week of class.

Naval Science:

- LtCol Wynn will serve as the interim chair of the department until August when Capt. Loughlin will begin his term as chair.
- Partnering with NYU’s Stern School of Business, the NROTC unit participated in a doctoral research study on group dynamics. Insights into leadership, unit effectiveness, and student perceptions were gathered from the responses of 175 participants.
- A minor in Naval Science was approved. This 15-credit program is open to all students.

Professional Education & Training:
Reported on MTDO 524, Cadet Observer – Ltd Tonnage 1
This professional experience is assessed through:

1. Internship Project standards
2. Vessel Captain’s Evaluation - Each cadet hands over to the Captain a closed and open ended survey. Each survey has 10 questions marked 1 (not satisfactory) through 5 (excellent) that is completed and signed by the Captain and mailed to the Cadet Observer instructor.

3. Sea Service Letter

Findings: In 2010 the majority of cadets sailed post-cruise perhaps leading to the lower numbers in ‘safe work practices’ and ‘emergency procedures. In 2009 the majority of cadets sailed MTDO 524 post - PS 410 and 411.

Changes instituted this year include:
1) Numbered lab courses for PS 112L to insure consistent training
2) Increased focus of safe work practices and seamanship.
3) Naut. 102 to assist with safe work practices

Library:
Reported on the assessment of the Ship’s Library on the Empire State VI 2010 and 2011
Data summary:
• Total Items lent in SST2010 -1 → 268 (average of 11.65 daily)
  • For follow up cruises – What kind of items are the users borrowing?
• Number of Daily Visits for SST 2010 -1
  • 2,235 visits over the cruise.
  • Average daily visit of 78.39 persons
  • Bulk of visits are in the evening with 53.13 average number of visits between 1800 and 2300
  • For follow up cruises – What activities are the users engaged in? (reading, studying, email, using library intranet, etc)
• Conclusion: Library is in greater demand during evening hours. Action: Shorten morning hours and lengthen evening hours

• Reference Questions
  • SST2010 – 1: 213 total reference questions asked with an average of 8.36 per day
  • Qualitative background of types of questions:
  • Sample of 65 reference questions divided into four categories
    • Reader advisory (17%), travel advisory (34%), general reference 41%), and informational (8%).

Conclusions:
• The ship’s library is steadily used throughout the Summer Sea Term
• To properly assess the library collection and service, the following questions need further study
  1. What kind of items are users borrowing?
  2. What activities are users engaged in?
  3. What and how deep are the kinds of reference questions being asked?
• Plan for SST 2011
  1. More in depth statistics to be kept.
2. A questionnaire will be given to users to query satisfaction levels and self-perceived needs.

**Office of Admissions and Enrollment:**

Objectives 2011-2012:
- Meet our enrollment goals
- Cap the regiment at 1150
- Increase the percentage of female students
- Increase the quality of incoming students
- Increase diversity
- Break into new geographic markets
- Grow our international student base

Fall 2011 Current Enrollment Data (As of 4/29)

<table>
<thead>
<tr>
<th>Deposit by Major Fall 2011</th>
<th>Goal</th>
<th>% Goal</th>
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<tr>
<td><strong>Engineering</strong></td>
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<td>Naval Architecture</td>
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<tr>
<td>Total Engineers</td>
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<td>13</td>
</tr>
</tbody>
</table>

(125 FC, 25TR)

| ITT                       | 45   | 14     | 59    | 70   | 85.00% |
| MT                        | 70   | 11     | 81    | 80   | 101.25% |
| Gen Bus. Commerce         | 35   | 6      | 41    | 30   | 136.67% |
| Marine Operations         | 28   | 1      | 29    | 25   | 116.00% |
| Maritime Studies          | 4    | 0      | 4     | 16   | 25.00% |
| Marine Tech               | 1    | 0      | 1     | 7    | 14.29% |
| MES                       | 40   | 3      | 43    | 70   | 61.43% |

| Undecided                 | 20   | 0      | 20    | 12   | 166.67% |

| Grand total               | 418  | 48     | 466   | 460  | 102.00% |

**Office of Student Life:**

The mission and goal of the office of Student Life is to collaborate with faculty and staff by providing the appropriate resources and information related to student development and community building.
- Providing intellectual and social opportunities for students to develop into global citizens.
• Opening access to resources both in the Maritime and larger communities, through programs, services, and personal engagement.
• Student Health Services will provide easy and equal access to all students. The staff provide a spectrum of services, including medical services and health fairs that support the learning mission of the campus community.
• Health services encourages significant student involvement in advising the departments mission, goals, services, funding and evaluation by re-establishing the Student Health Advisory Committee.
• The office oversees the Learning Assistance Center, Accessibility Services, SAIL

Respectfully submitted,

Linda Sturges, Chair of Faculty Assessment Committee