

Office of Educational Effectiveness

**Communication to Assessment Coordinators re: Program Reports and Events  
January 30, 2022**

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Dear Deans and Department Chairs,

Please see the attached communications that will be sent to all program assessment coordinators this afternoon. Please lend your moral support and leadership to promote these initiatives.

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

<https://docs.google.com/document/d/16w8pzququX7XuqrtDjm7torAwcX3ifpGFJaa3NTdsTQ/edit>

Dear Assessment Coordinators,

Welcome back to the Spring semester! We're writing with a few important reminders about upcoming assessment initiatives and events.

1. Join us for **Coffee with Coordinators on February 2, 2023** from 10:00 a.m. - 12:30 p.m. in the CELT Faculty Commons in the Melville Library. If you have any last-minute questions about your Fall 2022 assessment, your report, or just want to say hello, we hope you'll stop by! [Please RSVP here.](#)
2. **All program assessment reports are due February 20, 2023.** If you need assistance completing your report template, please reach out to [schedule a consultation](#) with our staff.

We look forward to a productive semester ahead!

Best,  
Office of Educational Effectiveness  
[EducationalEffectiveness@stonybrook.edu](mailto:EducationalEffectiveness@stonybrook.edu)