



2025-2026 ACE Faculty Liaison Site Visit Report

*submit completed and signed report to ace@corning-cc.edu

ACE Instructor:

High School:

Course Subject/Number (i.e. ENGL1010):

CRN:

Number of Students Enrolled:

Years ACE Instructor has taught this course:

CCC Faculty Liaison:

CCC Division:

Date of Visit: ☐ In-Person ☐ Virtual

Check any that apply to the Liaison's role for this visit:

- | | |
|---|--|
| <input type="checkbox"/> Observed instructor and students in class | <input type="checkbox"/> Discussed laboratories |
| <input type="checkbox"/> Discussed course learning outcomes | <input type="checkbox"/> Reviewed requirements for final (exam, project, presentation) |
| <input type="checkbox"/> Discussed course content | <input type="checkbox"/> Reviewed samples of student work |
| <input type="checkbox"/> Discussed textbook/learning resources | <input type="checkbox"/> Discussed progress of the class with the instructor |
| <input type="checkbox"/> Discussed syllabus | <input type="checkbox"/> Shared CCC program information with students |
| <input type="checkbox"/> Discussed assessments | |
| <input type="checkbox"/> Reviewed assessment instruments and/or examples | |
| <input type="checkbox"/> Discussed grading standards (i.e. rubric) | |
|
<input type="checkbox"/> Visit included professional development discussion (Attach description, including any pertinent materials) | |
| <input type="checkbox"/> Other: | |

Is the ACE Instructor using an approved textbook (if applicable) ☐ Yes ☐ No

List the title, author/editor, and edition, publisher, publication year of the textbook being used:

Is the ACE instructor's syllabus on file and approved? ☐ Yes ☐ No

Does the class outline in the syllabus appear to address all of the course's student learning outcomes?
☐ Yes ☐ No (please explain)

List the student learning outcome/s (same for all sections) this class lesson addressed:

-

Comments/Observations/Recommendations

ACE Liaison (attach documentation as needed):

Concerns and/or professional development or resources needs from ACE Instructor:

Liaison Signature:

Date:

ACE Instructor Signature:

Date:

This site report is for the purpose of maintaining the alignment of ACE concurrent enrollment courses with those taught at SUNY CCC. See NACEP Curriculum and Assessment Standards: <https://www.nacep.org>. It is not intended as a teacher evaluation and is not shared with school districts or administrators.