

## **Advisory Committee on Academic Assessment**

### **Minutes**

October 15, 2013

#### **1. Introduction of Members Present:**

Kaylan Baxter, Katie Carter, Joe Clark, Fashaad Crawford, Cesquinn Curtis, David Dees, Robin Eastman, Sarah Harper, Willie Harrell, Janeen Kotsch, Don Palmer, Mary Parr, Kimberly Peer, Lynette Phillips, David Putnam, Cherrie Reger, Valerie Samuel, Kathy Spicer, Pat Vermeersch, Lindsey Westermann Ayers

#### **2. Approval of September 20, 2013 Meeting Minutes: Minutes approved as circulated.**

#### **3. Updates**

- Office of Accreditation, Assessment, and Learning
  - ACAA Grants - Last year, ACAA offered eighteen grants, ranging from \$500-5,000, to support assessment-related activities within the University. All grant recipients have been contacted regarding their grant awards. The committee discussed the possibility of offering assessment grants again during the 2014-2015 academic year. Committee member Valerie Samuel suggested that grant recipients present their findings to the committee at a future date. The committee will explore this option going forward.
  - WEAVE – Kathy Spicer provided an update on WEAVE reporting by academic units. Kathy noted that a number of academic programs and administrative entities have completed the reporting for their respective units, and others are very close to completion. She will continue to touch base with individual academic programs to aid in the completion of their WEAVE submissions.
  - Systems Portfolio – Kaylan Baxter provided an update on the work of the Systems Portfolio committee. The portfolio committee has been working on the systems portfolio since April 2012. The document will be submitted to the Higher Learning Commission (HLC) on November 1<sup>st</sup> as part of the AQIP reaffirmation of accreditation process. To complete the portfolio, input has been solicited from multiple parties. Also, University Communications and Marketing (UCM) has been consulted about how best to package the document. Committee member Meghan Harper asked if members of the ACAA could review the document as they did in the past, and co-chair Fashaad Crawford offered to send the portfolio to all interested parties.

- CLA - The office has concluded administering the Collegiate Learning Assessment (CLA) for the fall semester. The test is primarily aimed at assessing the value added to students' learning experience by the University. First year, non-transfer students in their first semester at Kent State were eligible to take the test. Approximately 125 students took the test.
- Unit Updates – Other: Valerie Samuel provided an update on behalf of Research Planning and Institutional Effectiveness (RPIE): the AY 2012-2013 College Portrait has been uploaded, which includes information about student enrollment, retention, room and board, findings from the Graduated Student Survey (GSS) and CLA, etc. Data uploaded to the College Portrait by colleges and universities can be used to make cross-institutional comparisons. Future submissions will need to include evidence about how colleges and universities are 'closing the loop'.

4. ACAA Subcommittees: Co-chair Fashaad Crawford provided an overview of each of the following ACAA subcommittees and handed out subcommittee member assignments based on previously submitted subcommittee preferences.

- Assessment – Subcommittee members: Kaylan Baxter, Erica Eckert, Cesquinn Curtis, Janeen Kotsch, Kimberly Peer, Valerie Samuel, Mary Ann Stephens, Katie Carter, Robin Eastman
- Kent Core – Subcommittee members: Mary Parr, Don Palmer, Lynette Phillips, Pratim Datta, Willie Harrell, Lindsey Westermann Ayers, Katheryn Strand, Sherry Schofield
- 'Closing the Loop' – Subcommittee members: Kathy Spicer, David Dees, Megan Harper, Patricia Vermeersch, Cathy Mahrle, Darwin Boyd, Joe Clark, Cherie Reger

5. Subcommittee Breakout Sessions: All subcommittees met separately, appointed subcommittee co-chairs, discussed goals for the upcoming year, and began the process of scheduling subcommittee-specific meeting times.

6. Next meeting: November 19, 2013, 11am-12pm in room 222 of the Library