



**Advisory Committee on Academic Assessment (ACAA)
Accreditation, Assessment and Learning
Office of the Provost
Kent State University**

**February 7, 2019 Meeting
Library - SLIS Room 320**

MINUTES

Members in Attendance:

Susan Perry (co-chair), Pat Vermeersch (co-chair), Sarah Wu, Hollie Simpson, Erin Ahrens, Ivan Bernal, Cesquinn Curtis, Larry Froehlich, John Jewell, Jennifer Miller, David Putman (via phone), Valerie Samuel and Bethany Simunich.

I. Welcome and introductions

Susan Perry updated the group that Dave Garcia accepted a new position and will be leaving KSU in March. She has reached out to Enrollment Management for an appointee who could fill this committee position.

II. Approval of December minutes

The minutes from the ACAA December meeting were presented and accepted as written.

III. Announcements/Updates

Cesquinn Curtis from Student Affairs shared an update about the status of the position for Associate Director of Assessment. The posting will close on February 8, after which the office will be reviewing potential candidates.

Susan Perry advised the focus on core assessment report in March from the URCC would be on assessment data that has been collected with recommendations based on what is learned from the data. With the Presidential search underway, there will likely be a delay in the timeline for reviewing general education models and implementation. Jennifer Miller who is a member of the URCC advised that the committee is still collecting data. Preliminary survey results suggest the faculty have little interest in a major overhaul of core education. She also advised that IRB approval has been received for advisor/student surveys, which will be sent out the second week of February. Additionally, focus groups will be conducted within the colleges. Data collection by the URCC should be completed by the end of February. The analysis of these data will facilitate including the perspectives of faculty who teach and students who take core courses into future modifications of the core.

IV. Assurance Argument Criterion 4

a. Draft document

Susan Perry reviewed the efforts up to this point on the Assurance Argument document. The HLC-AAC (HLC Accreditation and Accountability) Committee members have been assigned areas within the criteria that would make sense for them to review based on their position at the university. Text, links and evidence files have been incorporated into a shared Google work site. She would like to have ACAA focus on reviewing Criterion 4 this semester. Criterion 4 has three different components. Criterion 4b is about assessment processes whereas Criterion 4a & 4c provide context for the larger comprehensive view of assessment. Since this committee focuses on the assessment of student learning that feeds into this particular area of the report, she asked members to read through, discuss, and make suggestions on a draft copy of the Criterion 4a argument during this meeting. She suggested members could review Criterion 4b during the March 7 meeting and Criterion 4c during the April 4 meeting. The committee read each section of the document, reviewing information submitted and making suggestions to incorporate into the report.

b. Faculty interview project

Sarah Wu has been conducting faculty interviews about their perspectives on student learning outcomes beginning in January. She has completed 15 interviews with the Distinguished Teaching Award and the Outstanding Teaching Award recipients and will have the data analyzed during March. This research project will investigate good assessment practices from their teaching

c. AALHE proposal

Sarah Wu and Susan Perry are drafting a conference proposal about how KSU applies the Community of Practice concept to enhance assessment culture. We plan to continue making the university more visible in the national assessment conversation and to participate in discussions about engagement strategies with assessment professionals at other institutions.

d. Assessment glossary

Susan gave a brief update that Sarah Wu and Cesquinn Curtis are working on matching language about assessment terminology to be sure they are aligning properly when talking about learning outcomes. Cesquinn met with Student Affairs Senior Leadership in January for feedback.

V. Assessment mini-grants

Susan Perry asked the committee to share their thoughts about a draft proposal to provide small assessment mini-grants through the AAL Office. These types of grants (and larger grants) were offered up until 2014 on a rolling basis to help recipients with their assessment initiatives. The requirements in the draft were similar to that previous process, with the addition of a requirement to include a discussion of the impact of the mini-grant in Taskstream. These grants would be small amounts (\$500) to help with assessment activities, such as the cost of attending conferences or hosting a workshop.

VI. Next meeting: March 7, 2-3:00pm, Provost Conference Room 222

Meeting adjourned