



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

**March 7, 2019 Meeting
Library – Provost Conference Room 222**

MINUTES

Members in Attendance:

Susan Perry (co-chair), Pat Vermeersch (co-chair), Hollie Simpson, Sarah Wu, Marcia Kibler, Joe Clark, Erica Eckert, Larry Froehlich, Brian Huot, Jennifer Miller, David Putman (via phone), Athena Salaba, and Valerie Samuel.

I. Welcome and introductions

II. Approval of February minutes

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

III. Announcements/Updates

a. Great Colleges

Susan Perry shared the timeline for the Great Colleges to Work For survey. Executive Vice President and Provost Todd Diacon sent an announcement reminding employees to participate in the survey. The survey is scheduled to be sent to a random sample of 600 full-time employees on the week of March 10.

b. COACHE

Susan Perry updated the committee concerning the data from the COACHE survey. Linnea Stafford, from Institutional Research, has been working on analyzing the data and interpreting the results. The COACHE advisory committee will develop a university-wide communication plan for the COACHE results. Communications from previous iterations of the COACHE survey have included a spring faculty event with a presentation. Generally, the cycle of the COACHE survey includes collecting data in year one, presenting and sharing data in year two, and implementation of initiatives based on the data in year three. In conjunction with the Great Place Initiative (GPI) efforts, the COACHE Advisory Group would like to disseminate COACHE data to the regional campuses through presentations and campus visits.

c. Edits to 4A

Susan Perry reviewed the discussion at last month's meeting concerning comments and suggestions for Core Component 4A. Before this meeting, a Google Docs link was sent in an email to committee members. This link allows members to place ideas and suggestions within the document. Susan will review each suggestion and accept or revise as needed, which should alleviate any apprehension in making changes to the document. If any members were not familiar with Google Docs, Susan would welcome emails with any suggestions or changes for 4A.

IV. Assurance Argument 4B

This section of the Assurance Argument demonstrates a commitment to educational achievement and improvement through ongoing assessment of student learning. The committee members reviewed a draft of Core Component 4B and provided feedback and suggestions of evidence to be incorporated. The committee discussed the often confusing terminology used around the concept of assessment. Sarah Wu and Cesquinn Curtis have begun work on an assessment glossary to use as a reference that can be included when the document is ready for submission. Susan asked the committee members to continue to review sections 4A and 4B and continue to submit links and narrative through Google Docs or directly to Susan through email. A draft of Criterion 4C will be reviewed at the next meeting scheduled on Thursday, April 4. The next meeting is scheduled just prior to the HLC Annual Conference that Susan and Hollie will be attending to present the 4B document during an Assurance Clinic.

V. Next meeting: April 4, 2-3:00pm, Provost Conference Room 222

Meeting adjourned