KENT STATE
U N I V E R S I T Y

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

April 14, 2022
Meeting via Microsoft Teams

MINUTES

Members in Attendance:
Susan Perry (chair), Erica Eckert (co-chair), Olufemi Akinnifesi, Tom Brewer, Ching-I Chen, Susan Emens, Suat Gunhan, Shannon Helfinstine, Austin Kwak, Karen MacDonald, Jessica Marzullo, Jennifer Miller, Marilyn Nibling, David Putman, Sandra Randulic, Valerie Samuel, Hollie Simpson, Brittany Thomas, William Turek, Deirdre Warren and Robin Vande Zande.

I.   **Welcome and introductions**
     Susan Perry welcomed all members.

II. **Approval of minutes**
     The minutes from the ACAA March meeting were presented, reviewed and approved.

III. **Meta-assessment rubric review**
     a. **Pilot review with Assessment Students – update**
        Erica Eckert provided an update on the program assessment report student feedback pilot. Overall, the pilot was successful. For example, the graduate student reviewers recognized when learning outcomes were too broad and unobservable and would make recommendations for using varied Bloom's taxonomy verbs. Erica would like to incorporate this assignment in future classes with the possibility of adding a faculty speaker. This pilot increased capacity for reviewing reports and providing feedback, as well as providing students with a real-world experience in which to apply their learning.
     b. **Breakout groups – review example student feedback**
        Committee members were divided into virtual breakout rooms for 20 minutes with three members per room. Members assessed the student feedback and provided additional ACAA comments on each report. Overall it was determined student feedback was aligned with committee views. One group noted a need for setting benchmarks/targets, and the challenge in doing so when ambiguous language is used instead of quantifiable measures. Another group stated that some compound learning outcomes needed splitting up into multiple outcomes. Discussion also ensued about

ensuring that program learning outcomes in Watermark (Taskstream) and those in the catalog (curriculum information management system) match.

    c. Rubric feedback mechanisms to program data reporters, chairs/directors and deans

Now that the meta-assessment study pilot has concluded, members discussed optimal approaches to frame and share this feedback. It was determined that specific program-level feedback should be initially shared with the program reporter directly. The feedback will ideally open the door for further discussion within the unit. When distributing overall feedback to academic leadership (deans, chairs, directors), AAL will also provide information about assessment award applications and a reminder for the 2021-22 report submission due date, September 30.

IV.   Fall Meeting Ideas

    a. No discussion due to lack of time. Tabled until next meeting.

V.   Updates/Announcements

    a. Survey Updates

       1. The College of Aeronautics and Engineering (CAE) worked with Shannon Helfinstine on alumni survey questions for recent graduates. This review included considering the addition of program-level learning outcome items.

       2. The COACHE Faculty Job Satisfaction Survey yielded a 42% response rate from full-time faculty. After analysis of results by the multi-disciplinary COACHE advisory group, greater communication will occur and action plans will be formed to address results.

       3. The Great Colleges to Work For Survey closed with a 35% response rate. This survey is a sampling of Kent Campus employees. Initial results arrive in early summer, with official announcements in September.

    b. HLC conference takeaways

Susan Perry attend the HLC conference in person in April. She reported that HLC is attempting to offer clarity in language for Criterion 4B, which encompasses student learning outcome assessment. Criterion 4B is still the most cited component of "met with concerns" or is "not met" when institutions are peer reviewed, but there has been a decrease in frequency since 2017.

    c. Call for co-chair nominations

Nominations are welcomed for co-chair of the ACAA committee. All votes are anonymous, and self nominates are allowed. Members can vote via a Google form.

    d. Continued Friday Taskstream/assessment consultations

Shannon Helfinstine continues to offer Watermark (Taskstream) trainings on Fridays for one-hour sessions alternating between 10:00am and 2:00pm each week. These trainings may be rebranded in the fall 2022 semester to encompass all assessment topics.

VI.   Next meeting: May 12, 2022 (off campus location TBA)

Meeting adjourned