



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

October 20, 2022

Meeting via Microsoft Teams

MINUTES

Members in Attendance:

Susan Perry (chair), Erica Eckert (co-chair), Olufemi Akinnifesi, Michelle Corvette, Vanessa Earp, Susan Emens, Clifford Fumbui, Elizabeth Graham, Suat Gunhan, Shannon Helfinstine, Kristina Kamis, Jessica Marzullo, Wendy Matthews, William Turek, Marilyn Nibling, Liz Piatt, David Putman, Valerie Samuel, Hollie Simpson, Brittany Thomas, Deirdre Warren, Lana Whitehead, Robin Vande Zande.

I. Welcome and introductions

Susan Perry welcomed all members and introduced new member, Vanessa Earp.

II. Approval of minutes

The minutes from the ACAA September meeting were presented, reviewed and approved.

III. 2022 Great Colleges to Work For Results – Faculty

Shannon Helfinstine provided an overview of the Great Colleges to Work For responses from faculty. She presented the top and bottom ten survey items and highlighted the items from this year that were also in these lists in the previous year. Common themes of what faculty appreciated about working at the university focused on academic freedom, colleagues and students, flexibility and senior leadership. Meanwhile, faculty noted that addressing workload issues, compensation, continuing with DEI hiring efforts and increasing middle management training would improve the workplace. Members stated it would be beneficial to examine these themes when data are disaggregated to determine distinctions between tenure-track and non-tenure-track faculty responses. The results of this survey will be shared with the Provost's Office and Human Resources.

IV. Meta-Assessment

a. Annual program assessment report – rubric practice

Shannon walked members through utilizing the assessment rubric to review an assessment report as an introduction for new members and a refresher for previous members. She instructed that feedback should be geared toward learning outcomes and their measurement. Shannon will provide college ACAA representatives with programs

that have not yet submitted their annual report and will include the program assessment rubric.

b. Breakout groups – review assessment reports

Committee members were divided into four virtual breakout groups with five to six members to review program assessment reports and provide comments via the rubric. The goal is to review the reports efficiently and to provide feedback to each program.

c. Reconvene and discussion

After reviewing reports, members found that with the limited information provided in the reports, it is sometimes difficult to understand the assessment measures being used (e.g., survey items or assignment guidelines). This prompted the idea of sharing the full rubric with programs, to better understand expected criteria when preparing the reports. Shannon will complete the rubrics that ACAA started and will present at the next meeting, with the intention to then return the completed rubrics to each program, thus promoting an effective feedback loop.

V. Updates/Announcements

a. www.kent.edu/assessment updates

Website edits were made to the assessment webpage to incorporate members' September feedback. An equity-minded assessment resource tab was also added along with a website feedback form. Shannon will meet with student ACAA members to review the website and gauge what could be valuable for this population.

b. 2021-2022 program assessment reports (still accepting submissions)

The deadline has passed for submitting 2021-2022 annual assessment reports; however, submissions are still being accepted and encouraged.

Assessment Award (still accepting submissions)

Submissions are still open for the \$500 assessment award. Members are asked to advertise this award to increase exposure and promote submissions.

c. Watermark Student Learning and Licensure (SLL) training kick-off

Watermark training is starting with representatives from Accreditation, Assessment and Learning and the College of Education, Health and Human Services.

d. 2023 NSSE (National Survey of Student Engagement) planning continues

Planning for NSSE is ongoing and selection of modules that could support metrics for the Academic Affairs strategic plan is in progress.

e. Friday assessment consultations and trainings continue

Shannon Helfinstine continues to offer Watermark trainings on Fridays for one-hour sessions each week. Individual appointments can be scheduled at any time.

I. Next meeting: November 17, 2:00-3:30pm, Teams

Meeting adjourned