



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

**December 15, 2022  
\*Meeting via Microsoft Teams\***

**MINUTES**

**Members in Attendance:**

Susan Perry (chair), Erica Eckert, Susan Emens, Elizabeth Graham, Suat Gunhan, Shannon Helfinstine, Kristina Kamis, Rob Kollin, Ran Li, Jessica Marzullo, Wendy Matthews, Jennifer Miller, Marilyn Nibling, David Putman, Valerie Samuel, Hollie Simpson, Linnea Stafford, Brittany Thomas, Deirdre Warren, Lana Whitehead.

**I. Welcome and introductions**

Susan Perry welcomed all members.

**II. Approval of minutes**

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

**III. Equity-minded Assessment presentation**

Shannon Helfinstine and Valerie Samuel presented on equity-minded student learning assessment inside and outside of the classroom, by abbreviating a presentation that was first given at the recent Kent State Anti-Racism Conference.

**IV. Assessment Recognition**

The committee discussed strategies for recognizing assessment efforts in academic units across the university. The Office of Accreditation, Assessment and Learning last coordinated an assessment recognition event in Fall 2018 and are looking for feedback on how to best recognize and appreciate assessment stewards. A proposed list of award categories will be presented at the next meeting. Erica Eckert mentioned that a clear process for nomination selections needs to be defined for such an event. The committee recommended spring semester for event timing to coordinate with ongoing university activities. Other recognition strategies discussed included nominating an assessment liaison of the week to increase visibility and highlight units implementing best assessment practices.

**V. Meta-Assessment**

**a. Breakout groups**

Committee members were divided into five virtual breakout groups with three to four members each to review assessment reports and provide feedback.

**b. Reconvene and discussion**

Upon reconvening, members discussed the reports and indicated they found proficient student learning outcomes, but target measures could be improved.

**VI. Updates/Announcements**

**a. Board of Trustees presentation**

Susan Perry presented to the Board of Trustees Academic Excellence and Student Success Committee on November 29<sup>th</sup> to discuss the upcoming Higher Learning Commission (HLC) comprehensive site visit during AY 2024-2025 and familiarize the Board with ongoing university activities regarding accreditation. She stressed the importance of assessment of student learning in these reviews.

**b. Accreditation-HLC**

**a. 10-year reaffirmation**

The 10-year reaffirmation visit will occur in AY 2024-2025. This committee will be regularly updated as the site visit date approaches and will be discussing in more detail how to best support the argument for Core Component 4B, which is focused on assessment.

**b. Multi-location visit**

The Twinsburg Academic Center and Cleveland Urban Design Collaborative locations were recently reviewed during the multi-location site visit and both locations were deemed adequate with no further review or monitoring necessary. Location visits are a regular occurrence to ensure that education quality is equivalent across all locations where Kent State delivers at least 50% of a program. This expectation also extends to regional campuses, which are reviewed during the comprehensive visit. Susan Emens suggested academic units who do an exemplary job of engaging their regional counterparts should speak to others as best practices can be noted.

**c. Call for evidence collection**

The initial review and refresh of the assurance argument draft is in progress. ACAA members may be asked to assist in several ways, including collecting evidence to strengthen the argument.

**I. Next meeting: January 19, 2:00-3:30pm**

**Meeting adjourned**