



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

**November 8, 2023
* University Library Room 209A ***

MINUTES

Members in Attendance:

Susan Perry (chair), Wendy Matthews (co-chair), Michael Bell, Jessie Carduner, Kelly Cichy, AJ Conway, Aleah Coppin (guest), Erica Eckert, Susan Emens, William Hauck, Shannon Helfinstine, Kristina Kamis, Kaylene Trimmer, Karl Kosko, Austin Kwak, Jessica Marzullo, Jennifer Miller, David Putman, Hollie Simpson, Elizabeth Sinclair, William Turek, Deirdre Warren, Sharon Wohl, Robin Vande Zande.

I. Welcome and introductions

Susan Perry welcomed all members.

II. Review of minutes

The minutes from the ACAA October meeting were presented and reviewed.

III. 2023 NSSE (National Survey of Student Engagement) – Subcommittee update

The NSSE subcommittee met early November and discussed the need for a specific charge. It was determined that providing focused subgroup data for Kent Core, retention and DEI initiatives will be the subcommittee's charge.

IV. Excellence in Assessment Discussion

a. Student Learning Outcomes Statements

The Excellence in Assessment discussion continued with this month's topic on student learning outcomes statements. Students are expected to achieve learning outcomes at all levels and the outcomes should be communicated transparently. Shannon Helfinstine shared how Kent State is meeting the framework and where progress on integration throughout the institution is needed, such as aligning course and program level learning outcomes.

b. Vertical learning outcomes integration: Curriculum mapping

Shannon explained how curriculum mapping is a way that program assessment can help units establish vertical integration. Curriculum maps aid programs in determining the value of a specific learning outcome in relationship to required courses. Discussion ensued and recommendations were made regarding the integration of this practice in

current processes. Members requested curriculum map examples and templates, which Shannon will distribute, and can be added to Watermark Planning & Self-study.

V. Updates/Announcements

a. Assessment Award submissions

Assessment award submissions were received and will be reviewed.

b. Spring “Assessment Event/Workshop” discussion

Member recommendations for spring assessment event ideas were discussed. Plans for the event currently include a keynote speaker with breakout sessions on different assessment topics.

c. Friday Watermark PSS trainings for 2023-2024

Watermark training will continue to be held on Fridays, switching weekly between morning and afternoon offerings. Shannon is also developing short how-to videos and documents to share widely soon.

d. December meeting: Watermark training sessions

In lieu of a full committee meeting, Watermark Planning and Self-study training invitations will be sent for members to select one session to attend in December.

Shannon will conduct the trainings to aid ACAA members who will review assessment reports in the new system.

VI. Next meeting: Spring Semester, 10:00am-11:30am

Meeting adjourned