



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

**November 17, 2015 Meeting
MINUTES**

Members in Attendance:

Fashaad Crawford, Lindsey Westermann Ayers, Kathy Spicer, Michealle Gabrovsek, Joe Clark, Joan Meggitt, Wayne Schneider, Donald Palmer, Wayne Elliot, Julie Gabella, Coleen Dragovich, Valerie Samuel, Linnea Stafford, Pam Tontodonato, Richmond Nettey, Kristin Williams, Meghan Harper, Lynette Phillips, Hollie Simpson, Zach Nyangau, Pat Vermeersch, Loubna Bilali, Cathy Mahrle, Liz Sinclair, Jonathan Fleming, Cesquinn Curtis

I. Introductions

Dr. Fashaad Crawford welcomed all members, and distributed a handout with discussion questions in order to spark committee discussion. He then went on to introduce new team members in the Office of Accreditation, Assessment and Learning (AAL) - **Hollie Simpson**, Special Assistant and **Zach Nyangau**, Outreach Program Coordinator.

II. Assessment

- a. Graduating/Graduated Student Outcomes Surveys Discussion
 - Dr. Lindsey Westermann Ayers distributed a handout providing an overview of data collected through the annual Kent State University Graduated Student Survey. As a continuation of related discussion during the October ACAA meeting, she asked members to provide input and feedback about what unit-specific data is currently or would be useful to obtain from an outcomes survey(s). She also collected completed forms (passed out at the October meeting) from members who had recorded this information in preparation for the meeting. The committee then discussed some of the different units' outcomes-related informational needs. Dr. Crawford asked members about their knowledge of any other unit-specific surveys that are sent to students/alumni, and explained why this topic is currently of such importance.
- b. Annual Assessment Report
 - Dr. Westermann Ayers provided a brief overview of the Annual Assessment Report, highlighting a few of the different surveys summarized in the report, including the CLA+ and the Great Colleges to Work For program. A copy of the Annual Assessment Report was distributed to all members present.

- c. Assessment Management Software (AMS) Vendors' Upcoming On-Campus Visits
 - Kathy Spicer provided an update about the process of selecting a software system to replace WEAVEonline, explaining that the list has been narrowed to three vendors. She distributed a handout detailing the dates and times of the upcoming vendor presentations, and explained the WebEx procedure for members who are not able to attend in person. She shared that a rubric will be distributed broadly to facilitate attendees' scoring of each vendor's presentation/product. In response to members' requests, Kathy will provide a copy of the RFP for the new assessment system, as well as the full proposals received from the three vendors.

III. Learning and Accreditation

- a. Updates
 - Tabled.

IV. Discussion

- a. **Next Meeting:** December, 2015; Special Joint Meeting with Systems Portfolio Committee - additional details forthcoming
- b. The meeting was concluded by Dr. Crawford.