

**Minutes of the A-State Assessment Committee (AAC)**  
**Meeting Minutes**  
**October 27, 2017, 9:00am**  
**Library 6<sup>th</sup> Floor Conference Room**

**Meeting called to order:** by Chairperson Dr. Summer DeProw

**Members present:** Landon Crancer, Dr. Summer DeProw, Ms. Shelley Gipson, Mr. Ali Khalil, Dr. Paul Mixon, Dr. Melodie Philhours, Dr. Debbie Shelton, Ms. Beth Silverthorn, Ms. Martha Spack, and Ms. Mary Elizabeth Spence.

**Members absent:** Dr. Paul Mixon and Dr. Karen Wheeler

**Guests:** Mr. Kyle Davis

**I. Welcome, meeting called to order 9:00 am**

**II. Meeting Minutes from April 27, 2017**

Minutes were reviewed. Motion to approve by Dr. Debbie Shelton. Seconded by Ms. Shelley Gipson. Minutes approved.

**III. History of AAC**

- **LOAC** – Learning Outcomes Advisory Council split to 3 subcommittees: 1.) A-State Assessment Committee, 2.) Programs Assessment Committee, 3.) Co-curricular Assessment Committee
- **AAC membership** – committee members
- **Purpose of AAC** – plan and direct University assessment
- **ULO**s – Old Learning Outcomes were to meet minimum requirements; committee rewrote 2016-2017 and approved Spring 2017; eventually tie ULOs to Program Learning Outcomes

**IV. Goals 2017-18**

- Committee discussed process and role in publishing and distributing A-State Assessment Handbook.
- Analysis to be done on how many programs are supporting each of the ULOs during this Academic Year.
- Use of surveys to determine engagement, satisfaction and retention among students; possible use of external survey that that comparable data could be viewed.

**V. Your responsibilities as an AAC member**

- To provide assessment communication and support in own areas
- Attend Learn@State March 15, 2018
- Participate HLC visit with various Assessment committees

**VI. The PAC goals and sub-committees**

- Learn@State
- Grant
- Peer Review

**VII. Handbook V6**

- Committee agrees that handbook is acceptable, but possible future edits/additions regarding links, Taskstream information, etc.
- Should this go through shared governance for FYI or vote?
  - Committee will vote by email

**VIII. ULO Alignment Project**

- Suggested that there be an awareness campaign through committees to articulate process
- Program directors to meet for direction and instructions

**Meeting Adjourned**

MES