

A-State Assessment Committee (AAC)
Meeting Minutes
October 23, 2018

Members Present: Drew Roberson proxy Rachel Venson, Shelley Gipson, Mark Foster, Melodie Philhours, Lillie Fears, Tiffany Johnson, Kelli Listenbee, Wayne Wilkinson, Summer DeProw, Mary Elizabeth Spence, Elizabeth Wakefield

Members Absent: MdRokib Hasan

- I. April 23, 2018 meeting minutes – Shelley Gibson motioned to approve the minutes, and Dr. Philhours seconded. All Approved.
- II. Meeting time and future dates – This time worked for everyone generally. Rachel Venson is going to replace Drew Roberson until he no longer has classes at this time.
- III. Composition of the AAC: Introductions
 - a. PAC represented by Dr. Melodie Philhours
 - b. GEC represented by Dr. Lillie Fears
 - c. CCAC represented by Tiffany Johnson and Kelli Listenbee
 - d. UCC represented by Shelley Gipson
 - e. GC represented by Dr. Mark Foster
 - f. Undergrad Student representative represented by Rachel Venson as a proxy for Drew Roberson
- IV. What is the AAC? Please see PowerPoint attached.
- V. Review of 2017-18 AAC Goals – Most of the goals were achieved. We did not start the external surveys search for comparative data.
- VI. 2018-19 AAC Goals – See slideshow attached. The committee reviewed the University Learning Outcomes.
- VII. Leaving the Den August Pilot—Dr. Wayne Wilkinson, Faculty Fellow for the AAC and Elizabeth Wakefield, Assessment Office Research Analyst
 - a. Deployment – The committee discussed the deployment methods used and possible deployment options for the future.
 - b. Survey versions – There were two separate pilots sent out. One for AOS Graduate level students, and one that included AOS undergraduate, and all on-campus students. The data that the committee focused on for this meeting was the data that included AOS undergraduate and all on-campus students.
 - c. Return-rate analysis – The committee viewed return rates on a per college basis, and as a whole for demographics of which students responded versus which students did not. The committee discussed what a good return rate should look like. The pilot did have a good representation of each student demographic.
 - d. Content/response analysis – The committee then reviewed the content from the data from the actual survey to show as being significantly different from the average on the point scale. Most areas were significantly higher, there were some that were not significantly different,

but still average and only a couple that were significantly lower. Because this is a pilot, there were no suggested actions to come out of the data, but several points of process improvement to collect data from the fall and spring graduates. The committee discussed that these students are reporting on things from as far back as four to five years ago, and many of the departments have been making improvements to their programs since that time. The committee is interested to see how these responses change over time.

- e. The committee decided to meet again in two weeks after everyone has had time to digest the data and think about the process to discuss how to move forward and what changes should be made.

Important Dates

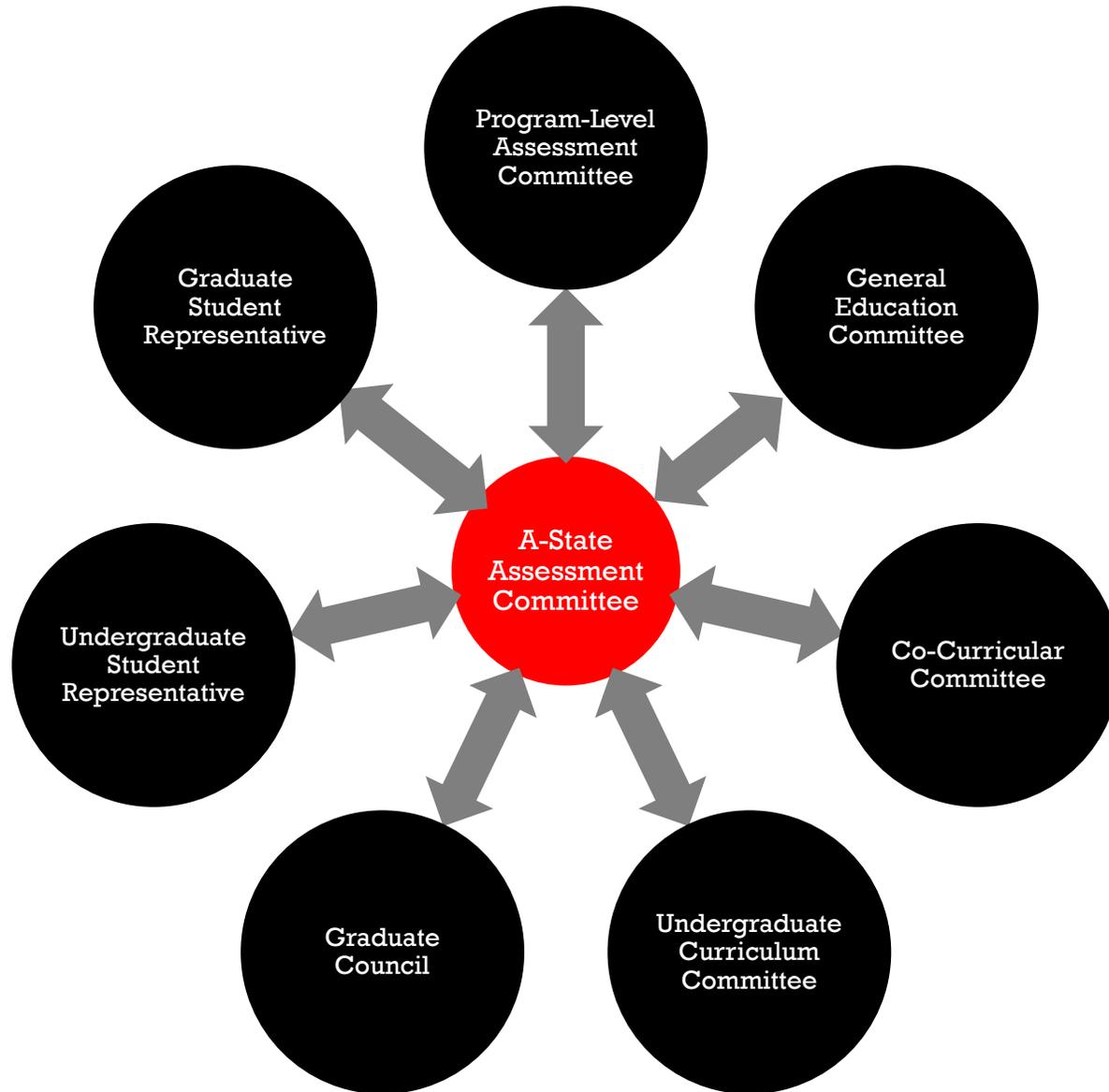
Assessment Reports

- Assessment Office Fall Grant Applications are due October 31, 2018
- Assessment Office Spring Grant Applications are due February 8, 2019
- Learn@Astate proposals are due February 22, 2019
- Learn@Astate is March 13, 2019
- All General Education social science courses assessment reports are due October 1, 2018
- Annual program assessment report due dates:
 - 2017-18 Assessment findings are due June 15, 2018
 - 2017-18 Action plans are due October 15, 2018
 - 2016-17 Status Reports are due October 15, 2018

The logo consists of a red speech bubble shape with a white outline. The bubble has a rectangular top and a pointed bottom. The text is centered within the white area of the bubble. The background of the slide features faint, light gray concentric circles and curved lines, some solid and some dashed, radiating from the center.

A-State Assessment Committee

October 23, 2018



What is the AAC?

- Reviewing the university learning outcomes and recommending revisions when needed
- Developing an assessment process for the university learning outcomes
- Recommending the development, acquisition, and use of student self-reported evaluations and other types of surveys/questionnaires as institutional assessment instruments
- Providing leadership for the development and implementation of campus-wide institutional assessment procedures
- Establishing and monitoring the University's annual assessment calendar
- Evaluating the institutional assessment procedures and making recommendations to the University's executive leadership (Chancellor, Provost, VC Student Affairs, VC Finance, etc.)
- Recommending the types of information that can be routinely communicated campus-wide and to the external constituencies/stakeholders and the appropriate channels for communicating this information
- Coordinating all assessment committees on campus—the Program-level Assessment Committee, General Education Committee, and Co-Curricular Assessment Committee
- Utilizing the A-State shared governance oversight process when appropriate for issues related to campus-wide assessment issues and/or procedures

AAC Goals 2017-18

- **Finalize A-State Assessment Handbook**
 - **Status: Approved through shared governance and chancellor in May 2018**
- **Align ULOs with PLOs**
 - **Status: Completed**
- **Revise the Senior Exit Survey**
 - **Status: Renamed “Leaving the Den” and pilot conducted in August 2018**
- **Investigate using external surveys, such as NESSE, CIRP, etc.**
 - **Status: Not started**
- **Finalize University assessment plan**
 - **Status: In the midst**
- **Write initial assessment report**
 - **Status: Not started**
- **Develop communication plan for University assessment reports**
 - **Status: Explored but not developed; more to come today**

Goals 2018-19

- AAC is responsible for the ULO assessment process and offering guidance, along with the PAC, CCAC, and GEC, for campus-wide assessment process
- AAC representative will assist with finalizing and creating the following:
 - ULO alignment project
 - Reviewing the *Leaving the Den* survey pilot from August 2018
 - Make improvements for future *Leaving the Den* surveys
 - Develop an alumni survey
 - Consider externally developed surveys
 - Finalize the University assessment plan
 - Create initial report
 - Determine best way to communicate report to the campus
 - What else do you want to do this year?

The background features several sets of curved lines in shades of gray, some solid and some dashed, creating a sense of motion or a stylized globe. A prominent red speech bubble is positioned on the left side of the slide.

Leaving the Den Survey

- **August 2018 pilot**