

Program-level Assessment Committee (PAC)
Meeting Agenda
January 30, 2018

Meeting called to order: by Chairperson Dr. Summer DeProw

Members present: Dr. Summer DeProw, Ms. Shelly Gipson, Dr. David Harding, Dr. Gina Hogue, Dr. Chris Peters, Ms. Mary Elizabeth Spence, Mr. Chad Whatley, Dr. Paul Mixon, Dr. Kimberley Davis, Dr. Bob Bennett, and Dr. Myleea Hill

Members Absent: Dr. Donald Kennedy, Ms. Nikesha Nesbitt, Dr. Melodie Philhours, Dr. Stacy Walz, and Dr. Karen Wheeler

Proxy: None

Guests: None

- I. November 27, 2017 meeting minutes – Dr. Mixon made motion, Dr. Peters second. All Approved.
- II. FYI: Important dates below
The grant committee should start planning to meet around Feb. 11th. We currently have one grant in hand and \$6000 to award. Please help spread the word so that we may get more applications. Learn @ State Committee has not met yet, but needs to soon. The committee discussed programs that are up for review within the next year with specialized accreditors.
- III. FYI: A-State Assessment Handbook SGOC Status
The Deans voted on it Friday and approved it. Friday the handbook will be going to chair council then Faculty Senate. GEC is also going to have a little discussion about it next week.
- IV. FYI: Spring 2018 Goals and Timelines for Assessment, Program Review, and Accreditation
Please review the handouts. Even though this committee doesn't directly relate to special accreditors, we thought you should be aware of these programs that are going up for accreditation. Clinical Lab Science, Mental Health Counseling, Engineering and Music are up for accreditation soon.
Program Review – Environmental Science and PhD in heritage studies next year.
- V. Preparation for HLC
 - a. HLC Draft – The final draft of 4B was given out today. Please read and let Dr. DeProw know if you have any questions or comments. 4B2 – Are you collecting data? 4B3 – Are you using the data collected? We have included action plans and status reports. The HLC reviewers will read and look at all of the evidence, then they will decide whom they want to meet with. Dr. DeProw doesn't think they are going to want to talk to a particular program. She thinks it will be university groups. 4B4 – Best Practices – Which include rubrics, and peer reviews.
 - b. Potential interview questions for faculty – I think that it won't be a single group, but I think it will be a university group.

- c. Targeted Q & A sessions –The handout given today are to practice with the general faculty members. These are potential questions for the chairs, open faculty meeting. Dr. Peters discussed that his department has been having weekly meeting to review HLC questions. They are concerned about the budget questions. Has assessment become systemic in the budget process? No it has not. This seems to be the last leg of the journey. So hopefully we will grow to that.

Dr. DeProw does not plan for this committee to meet again before the HLC visit, but does plan to do several small group question and answer sessions. A sign-up sheet was sent around for that.

Important Dates

Assessment Reporting Dates

- 2017-18 Assessment Findings (Data) due June 15, 2018
- 2017-18 Assessment Analysis and Action Plans due October 15, 2018

Grant

- February 10, 2018

Learn@State

- March 14, 2018 in Fowler Center foyer
- Call for Proposals deadline is February 16, 2018

EW