

Minutes of the Program-Level Assessment Committee (PAC)
May 5, 2017 12:00pm
Humanities and Social Sciences Room 3035

Meeting called to order: 12:07pm by Chairperson Dr. Summer DeProw

Members present: Dr. Kim Davis, Dr. Summer DeProw, Dr. Lillie Fears, Ms. Shelley Gipson, Dr. Anne Grippo, Dr. David Harding, Dr. Donald Kennedy, Dr. Paul Mixon, Ms. Nikesha Nesbitt, Dr. Topeka Small, Mr. Chad Whatley, and Dr. Karen Wheeler.

Members Absent: Dr. Gina Hogue, Dr. Chris Peters, Dr. Melodie Philhours, Dr. Deborah Chappel Traylor and Dr. Stacy Walz,

Proxy: None

Guests: Dr. Jill Simons, Dr. Sarah Kendig, Dr. Veena Kulkarni, and Mr. Kyle Davis

Welcome: Welcome to our guests visiting for their respective Professor of the Month awardees.

Professor of the Month presentations:

March 2017 Professor of the Month, Professor Nikesha Nesbitt, Undergraduate Studies. Interview video was played which also featured one of her students, Lexie Balisterri, a senior Interdisciplinary Studies Major, Medical Science. Students were required to write a 10-page critical analysis paper by coming up with a problem arguing it from both sides using critical thinking skills. A Value Rubric was used after adjusting it to fit the situation to measure student learning. Positive results were seen such as improvement in writing. Data was used to improve learning.

April 2017 Professor of the Month, Dr. Sarah Kendig, Liberal Arts and Communication. The Professor of the Month interview video featured comments about the assessment process of the CSG programs. While revising the program goals and analyzing the curriculum map, changes in the curriculum were made such as adding a capstone course for the Criminology program. Also, it was decided to create and execute an exit survey as an indirect measure of student learning for Criminology and Sociology graduates. They now have a clear assessment process in place.

May 2017 Professor of the Month, Dr. Lisa Bohn, Liberal Arts and Communication, Theatre. In her interview video, Dr. Bohn expressed the importance of being able to work with other people and collaborate in order to make a beautiful piece in theatre. For assessment purposes, the department holds face-to-face faculty evaluations every spring semester with each student to discuss strengths, weaknesses, goals and how faculty can help them reach their goals. Student feedback indicated that students would prefer to have the faculty input earlier so they could make changes to improve instead of having it at the end of the school year. As a result, the department implemented a student self-evaluation for the fall semester with faculty feedback and the opportunity to speak with advisors.

Dr. DeProw presented the Professor of the Month award plaque to the awardees in attendance.

Meeting Minutes: Meeting minutes from the February 17th, 2017 meeting were reviewed by the members. Motion to approve by Chad Whatley. Seconded by Shelley Gipson. Minutes approved.

Grant Sub-Committee report: Chad Whatley presented the update report for the committee. There were 7-8 applications received with 6 awarded for about \$9,257. One applicant decided not to use the grant. Some of the applicants were new, some were previous awardees. What are we trying to do with the grants? Ideas?

Build a culture of assessment.

Need to get the word out about the grant.

Some apply every year for their assessment needs and rely on it and have become dependent on it.

If it has become their assessment process, their department budgets should start taking the responsibility.

These should be a pilot grant, 2-3 years.

Include priorities such as first time applicants and getting more faculty involved.

Possibly pitch the grant at the Fall Faculty Conference to get the word out.

Learn@State Report: Dr. Anne Grippo presented the update on Learn@State. She stated it went well and was fun, but possibly not as many in attendance as 2016.

Ideas to draw more in?

Have a theme as discussed previously like a conference.

A panel in charge of getting others involved.

At the end have in the schedule a time for everyone to talk and say goodbye, etc.

Some way to see what everyone did. (Summer DeProw: Programs will be put on our website which contain the abstracts and presenters' information.)

A-State Assessment Committee (AAC) Update: Dr. Mixon gave the update for the AAC. The proposed new ULOs have been approved by 4 of 5 constituency groups and they will go to Dr. Whitlock for approval. The Chancellor can approve even if no groups vetted or approved them. AAC discussed how the process could have been better. Suggestion was made to pre-discuss the proposed items with the constituency groups before formal presentation.

There is now a draft form of the Assessment Handbook. Hope to finalize it by fall 2017.

Question: How are the ULOs to be used?

These are the revised ULOs.

There will be a form created to align the ULOs to PLOs which will simplify the process.

HLC visit Spring 2018

How do you recommend we prepare ourselves for the HLC visit?

Discussion was held about what reviewers will be asking, etc.

We will need to be prepared.

More people know what's going on now- even our students know about assessment.

This is the first visit under the new HLC standards.

Assessment Reporting Deadlines

Peer reviews: Mostly finished. These were a lot of work and were delayed due to illness. These will help improve programs.

Summer terms syllabi submissions: Repository is open.

Kyle Davis, Intern. This is his last meeting. Thank you Kyle for your participation and work.

Meeting adjourned 1:00pm