

Minutes of the A-State Assessment Committee (AAC)
Meeting Minutes
November 28, 2016, 3:00pm
Library 6th Floor Conference Room

Meeting called to order: by Chairperson Dr. Summer DeProw

Members present: Dr. Bob Bennett, Dr. Summer DeProw, Ms. Shelley Gipson, Mr. Ross Grant, Dr. Paul Mixon, Dr. Melodie Philhours, Mr. Rodney Rice, Ms. Beth Silverthorn, Dr. Topeka Small, Ms. Martha Spack, Dr. Deborah Chappel Traylor, and Dr. Karen Wheeler.

Members absent: None

Guests: None

I. Welcome, meeting called to order 3:00pm

II. Meeting Minutes from November 14, 2016

Minutes were reviewed. Motion to approve by Ms. Shelley Gipson, seconded by Ms. Beth Silverthorn. Minutes approved.

III. ULO Ranking Survey

Two groups have completed the ULO Ranking Survey and those results are tallied. Other groups will be meeting this week and should be having those results to update soon. Current tallied results were shared with the committee. AAC members completed the ranking survey.

IV. Examples of Assessment Procedures from other institutions

Examples of assessment procedures from 5 other institutions were reviewed and discussed by the committee members. Discussion of best practices for length of assessment cycles, and number of outcomes.

Discussion of the calendar for assessment data collection and analysis, due dates, and department discussion in early fall semester. Discussed uniform timing, planning ahead so faculty know the due dates, best to simplify, collect at one time/embed as much as possible. Better to share the responsibility of assessment so one person (assessment coordinator) isn't responsible for all of it.

Meeting Adjourned 3:55pm