

**A-State Assessment Committee (AAC)**  
**Meeting Agenda**  
**February 28, 2019**

**Members Present: Summer DeProw, Mary Elizabeth Spence, Elizabeth Wakefield, Lillie Fears, Melodie Philhours, Kelli Listenbee, Wayne Wilkinson, Otysha Hadley proxy for Mark Foster**

- I. February 7, 2019 meeting minutes – We made introductions for Ms. Otysha Hadley, the proxy for Dr. Mark Foster. Dr. Wilkinson motioned to approved. Ms. Listenbee seconded. All Approved.
- II. December Deployment for Survey
  - a. Any additional changes – Dr. Wilkinson mentioned that our “Leaving the Den” response rate is decent given that we have no coercion to make them reply. Kelli mentioned that the post cards may not have been very effective because they were not delivered to everyone.
  - b. Discuss promotion from December 2018
    - i. Any additional thoughts – There were several ideas for promotion including:
      - Student Graduation Tracker
      - Promotional email through Qualtrics
      - Text Messaging
      - A-State homepage
      - Posters in the Advising Centers
      - Using Advisors to email students
    - ii. Promote to faculty?
    - iii. Promote through A-State App?
- III. Alumni Survey
  - a. Any experience with Alumni Office? The committee discussed whether or not the University-Wide Assessment plan needs an alumni survey. After much discussion, the committee decided it would not hurt to run a survey to see what kind of information could be gathered. The committee agreed to use an outside survey as an exploratory study. The committee discussed how far out we would survey the alumni.
  - b. HEDS – This survey is skewed to undergraduate experiences. We are not allowed to be a member of this organization, but we can use their survey. It is affordable at around \$1800. This particular survey was geared towards learning outcomes.
  - c. First Destination – CIP code – A code used to the US department of Education that identifies your program. Employment data is a large part of this survey. We could not find a list of sample questions for this survey.
  - d. The committee decided to move forward with investigating the HEDS survey and discussed where this data would be important to the university. The assessment office will work on gathering intel about the HEDS survey for alumni.

## **Important Dates**

### Assessment Reports

- 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:
  - 2018-19 Assessment findings are due June 15, 2019
  - 2018-19 Action plans are due October 15, 2019
  - 2017-18 Status Reports are due October 15, 2019