

Co-Curricular Assessment Committee (CCAC)
Meeting Minutes
February 16, 2017 1:00pm
Library 6th Floor Conference Room

Meeting called to order: by Chairperson Dr. Summer DeProw

Members present: Ms. Heather Brake, Dr. Summer DeProw, Ms. Dominique Hallett, Mr. Matt Huckaby, Ms. Tiffany Johnson, Mr. Robert Robinette, Ms. Beth Silverthorn, Dr. Jill Simons, Dr. Topeka Small, Ms. Martha Spack, and Mr. Chad Whatley

Members absent: Dr. Karen Wheeler

Proxy: None

Guests: Dr. Fnu Mihir, and Mr. Kyle Davis

- I. Meeting Minutes from February 2, 2017.** Members reviewed the minutes from the February 2nd CCAC meeting. Motion to approve minutes by Mr. Robert Robinette. Seconded by Ms. Dominique Hallett. Minutes approved.
- II. Next Meeting**
March 2, 2017, 1:00pm. Please bring copies of your assessment plan for peer review
- III. Learn@State- March 15th.**
Members were encouraged to make presentations or to attend.
- IV. AAACL Spring Conference- April 18th in Searcy.**
Speakers' topics will be concerning co-curricular assessment. Committee members were encouraged to attend and informed of funds to assist with registration fees.
- V. ULO Update and AAC Report**
Ms. Beth Silverthorn gave a report of the background and process of how the ULO's were put together. It was reported that at the AAC meeting earlier today ULOs were finalized and are now ready for a final vote by AAC members.
- VI. Assessment Measures Philosophy**
Dr. Topeka Small presented Co-Curricular Efficiency models and examples of ways the various areas can collect data for both Indirect and Direct measures. Even if HLC does not need all your numbers you are collecting, it is useful to help you make improvements in your areas. Discussion of ideas for various measures.
- VII. Dr. Mihir**
How can you help our friends in the co-curricular arena?
Dr. Mihir informed the committee of various types of data available from Institutional Research and Planning to assist with assessment. Discussion and questions regarding various surveys, survey methods used on campus, best practices for requesting data.

Meeting adjourned 1:38pm