

**Program-Level Assessment Committee (PAC)**  
**Meeting Minutes**  
**April 13, 2020**

Members Present: Kimberly Davis, Paul Mixon, Shelley Gipson, Melodie Philhours, Stacy Walz, Addie Fleming, Dinah Tetteh, Martin Huss, David Harding, Chris Peters, Marika Kyriakos, Nikesha Nesbitt

- I. November 21, 2019 meeting minutes – Stacy Walz moved to approve. Shelley Gipson seconded. All approved.
- II. Subcommittee reports
  - a. Peer Review
    - i. Mary Elizabeth Spence presented a summary of the 2019-20 assessment peer review.
  - b. Grant
    - i. Kevin Hennings presented a summary of the 2019-20 PAC Mini-Grant awards.
    - ii. Summer DeProw opened the meeting for discussion on how to attract more grant applicants.
  - c. Learn@State
    - i. Mary Elizabeth Spence presented the results of the Learn@State Feedback Survey.
    - ii. Summer DeProw opened the floor for brief discussion on improving Learn@State going forward.
- III. Impact of COVID-19 on Program Assessment Reporting – Summer DeProw asked the committee for input on how to continue program assessment as affected by COVID-19 and whether extensions or a potential amnesty should be granted.
  - a. David Harding recommended an amnesty suspending PAC-specific requirements.
  - b. The PAC also recommended extending deadlines for affected programs.
  - c. By unanimous consent, the PAC gave authority to the Office of Assessment to release a statement outlining the amnesty granted.
- IV. 2019-2020 Goals – Mary Elizabeth Spence present the 2019-20 goals for the academic year and highlighted that the PAC had met those goals.
- V. Future of the PAC – Summer DeProw opened the meeting for discussion of future goals and composition of the PAC.