

**Minutes of the Program-Level Assessment Committee (PAC)**  
**October 21, 2016, 9:00am**  
**Humanities and Social Sciences Room 3035**

**Meeting called to order: 9:00am** by Chairperson Dr. Summer DeProw

**Members present:** Dr. Kim Davis, Dr. Summer DeProw, Dr. Lillie Fears, Dr. Anne Grippo, Dr. David Harding, Dr. Gina Hogue, Dr. Donald Kennedy, Ms. Nikesha Nesbitt, Dr. Chris Peters, Dr. Melodie Philhours, Dr. Deborah Chappel Traylor, and Mr. Chad Whatley.

**Members Absent:** Dr. Paul Mixon, Dr. Topeka Small, Dr. Stacy Walz, Ms. Shelley Gipson, and Dr. Karen Wheeler.

**Guests:** Dr. Maureen Dolan, Dr. John Pratte, Dr. Tom Risch

**Welcome and refreshments. Each attendee introduced themselves and the area they represent.**

**Introduction of guests:** Dr. Maureen Dolan, October Professor of the Month, Dr. John Pratte, Dean, College of Sciences and Mathematics, and Dr. Tom Risch, Chair, Department of Biological Sciences.

**Professor of the Month presentation:**

**October Professor of the Month, Dr. Maureen Dolan-** Dr. Dolan's interview video was played which also featured one of her students, Jarrod Creameans. Dr. DeProw presented the Professor of the Month award plaque to Dr. Dolan.

**Meeting Minutes:** Meeting minutes from the September 23<sup>rd</sup> meeting were reviewed by the members. Motion to approve by Dr. Chappel Traylor and seconded by Dr. Kimberley Davis. Minutes approved.

**Committee Updates:**

**Learn@State Committee-** Committee has not met yet this semester.

**Grant Committee-** Update given by Mr. Chad Whatley. Brief history: Grant process was formalized last year. \$5-6,000 was awarded 2015-16. \$10,000 is available for 2016-17. A total of \$5,150.48 was awarded for Fall 2016 semester and \$4,849.52 is available for the Spring applicants. For funds needed during the early fall semester which would be in a time gap for annual budget purposes, (budget year-end June 30<sup>th</sup>), a carry-forward can be requested from Finance but there is no guarantee that carry-forward will be approved.

**Professor-of-the-Month Committee-** Update by Dr. Summer DeProw. November Professor of the Month has been chosen and will be presented at the November PAC meeting. There are about 6 nominees now.

**Peer Review Committee-** Update by Dr. Philhours. Assessment Report Peer Review Rubric was developed last year. The rubric includes: how measures work for outcomes, is data appropriate for measure and clearly presented, and who, what, and when for action plans.

**Open Discussion: How do we make student-learning assessment part of the fabric at A-State?**

Benchmark Handout to review-

Benchmarks don't work well in all areas due to subject area in some programs.

Some discipline leaders are resistant to use Benchmarks. PAC will continue to discuss to find workable solutions for all.

**Feedback from your Department or College on assessment cycles and annual report deadlines.**  
(Example: Data gathered in May, by October, Analyze Data and develop Action Plan)

Positive feedback from the areas/departments.

Question raised during discussion: Does anyone assess mid-program to see where students are so they can be helped?

Psych has mid-program assessment.

Art has BFA Review.

AG would be easy to do mid-program since it has Core Outcomes. Ideal situation. Segregate & dissect data.

Question raised in discussion: How does HLC look at the Honors area?

It is looked at separately between program-level and co-curricular. In some programs Honors students have same projects as the other students, therefore not assessed differently.

Discussion points:

- HNRS prefix courses – such as Independent Studies. Thesis, Mentored research at the end of student’s program will always look good—“false positive”.
- Biology – Quantitative Assessment - proposal.
- A rubric for thesis would be good.
- Honors thesis committees used to be interdisciplinary.
- Many Honors students are double, triple or even quad majors.
- We will consult with Dr. Wheeler, Sr. Associate Vice Chancellor for guidance.

**Meeting adjourned at 10:00am.**