Advisory Committee on Academic Assessment
Minutes
September 20, 2013

Members in Attendance:
Kaylan Baxter, Darwin Boyd, Joe Clark, Fashaad Crawford, Pratim Datta, David Dees, Meghan Harper, Willie Harrell, Cathy Mahrle, Mary Parr, Cherrie Reger, Valerie Samuel, Sherry Schofield, Lewis Sharpnack, Lindsey Westermann Ayers, Cindy Wilk

1. Introductions/Welcome

2. Purpose of Committee [www.kent.edu/aqip/ACAA/index.cfm]

Purposes of the Office of Accreditation, Assessment and Learning:

The Office of Accreditation, Assessment and Learning has major responsibility for directing the University’s assessment process and for coordinating planning and implementation strategies for assessment of major fields of study, general education and academic programs. The office also provides oversight of the university’s accreditation process-Academic Quality Improvement Project (AQIP), and serves as the university liaison with the Higher Learning Commission.

- Please note that the name of the Office of Quality Initiatives and Curriculum has changed to the Office of Accreditation, Assessment and Learning. The committee may revisit the committee charge and its assessments as one of its tasks this year.

Purposes of Committee:

The purposes of the Advisory Committee for Academic Assessment are to serve the University as the primary advisory body to the Office of Accreditation, Assessment and Learning. Members serve as liaison for assessment ideas and issues to their constituencies while fulfilling their committee responsibilities as university citizens. Members may also provide leadership to academic units as they help foster the implementation of a comprehensive academic assessment plan for the University.

3. Faculty co-chair

The chair and co-chair are responsible for scheduling meetings, preparing agendas, recording minutes of all meetings, and any other responsibilities requested by the committee. Agendas will be sent to members in advance of a meeting and minutes will be published in a timely fashion. Agendas and minutes will be published on the website so they are available to the campus community as well as the members of the committee. They may also be emailed to the committee.
   - BCSSE/NSSE/FSSE
     - The BCSSE is now a part of the dynamic student checklist and was administered as part of this year’s Destination Kent State (DKS), yielding a strong response rate.
   - CLA+
     - The office is currently in the process of administering the Collegiate Learning Assessment (CLA), which is primarily aimed at assessing the value added to students’ learning experience by the University. First year, non-transfer students in their first semester at Kent State are eligible to take the test, and will receive a $25 gift card to the University Bookstore for their participation. Testing will conclude on September 30, 2013. Contact Kaylan Baxter (kbaxter7@kent.edu), or Katlyn Carter (kcarte11@kent.edu) with any questions.
   - Annual Graduated Student Survey
   - Alumni Survey
   - Modern Think

5. Voluntary System of Accountability (VSA) [www.voluntarysystem.org/index.cfm](http://www.voluntarysystem.org/index.cfm)
   - Kent State is currently participating in the VSA. Research Planning and Institutional Effectiveness (RPIE) is helping with this process.
   - University System of Ohio [https://www.ohiohighered.org/strategic-plan](https://www.ohiohighered.org/strategic-plan) (updated)
   - Complete College Ohio [https://www.ohiohighered.org/completion](https://www.ohiohighered.org/completion)
   - College Portrait [www.collegeportraits.org/OH/KSU](http://www.collegeportraits.org/OH/KSU)
   - CLA [www.cae.org/learn](http://www.cae.org/learn)

6. WEAVE online update [www.weaveonline.net/subscriber/kent/](http://www.weaveonline.net/subscriber/kent/)
   - Review process
     - In the past, the committee’s review process involved breaking off into small teams to review aspects of WEAVE reporting (e.g., mission, goals, objectives, presence or absence of findings, action plans) using a rubric. The committee discussed the advantages and disadvantages of this process, and will continue to consider alternate approaches.
     - Kathy Spicer will update the committee about WEAVE reporting at the next meeting.

7. Higher Learning Commission Visit
   - Timeline
     - The committee reviewed a timeline for the HLC visit.
   - Systems Portfolio
     - Kaylan Baxter provided a Systems Portfolio update. She also discussed the current activities of the Systems Portfolio Committee.
   - Action Projects
     - Fashaad Crawford provided an update on the University’s three Action Projects. The committee then discussed the Action Project related to assessing the Kent Core.
8. Learning about Assessment
   ▪ Discussion
     ▪ The Office of Accreditation, Assessment and Learning and the Faculty Professional Development Center (FPDC) are currently planning the facilitate various faculty professional development dialogs during the Spring 2014 semester related to assessing student learning and ways to use assessment findings to improve practice.

9. Other
   ▪ Focus for 2013-2014
     ▪ The committee will reevaluate software used for managing data on student learning outcomes (e.g., WEAVE).
   ▪ Schedule of Meetings

10. Next meeting: WBA