



# AAIC, CAGE, and GEAC Joint Meeting Agenda

Meeting Minutes

Friday, May 1, 2020 • 1:30 – 3:00 p.m. • Zoom

**Present:** B. Raczkoski, J. Van Delinder, J. Comer, K. Hickman, K. Gage, M. Upson, R. Seitsinger, T. Wikle, G. Welch, M. Bayles, A. Redmond, D. Blum, C. Johnson, M. Patrauchan, P. Elmore-Sanders, R. E. Davis, T. Mix

**Absent:**

**Guests:** R. Chung, K. Hunger, J. Nalon, K. Holcomb

**Call to Order.** Call to order by Tom Wikle at 1:30 pm

## **Approval of Minutes (AAIC).**

February minutes – Motion by Karen Hickman / Seconded by Jean Van Delinder

March minutes – Motion by Adrienne Redmond / Seconded by Bridget Miller

## **Committee Updates.**

- I. GEAC Updates – Dr. Bridget Miller (Beginning (i-iii) not recorded)
  - i. Year 1 of updated policy and procedure
  - ii. Transition to Course Leaf
  - iii. Postponed 5 year review until Fall 2020 due to Course Leaf not yet up and running
  - iv. Updating language and communication on website to make sure matches policy and procedure
    - i. Have draft of recommendations and starting feedback process
- II. CAGE Updates – Dr. Bridget Miller
  - i. Piloting Information Literacy with OSU Library
    - i. Next Steps: Identify Fall Term Artifacts for Training Raters and Readers
    - ii. Engage in actual assessment over summer
  - ii. Revising University Diversity Rubric
- III. AAIC Update – Dr. Tom Wikle
  - i. Nuventive Improve software implemented for program assessment tasks
  - ii. Currently reviewing SSS/SES and Alumni surveys from Spring 2020
  - iii. First year for awards acknowledging outstanding assessment work
  - iv. First full year revising AAIC membership guidelines and representation
  - v. Working group started by Provost at AAIC recommendation to:
    - i. look at SSI items
    - ii. increase response rate
    - iii. communicate importance of SSI participation with faculty and students
  - vi. Encourage colleges to be flexible and understanding with assessment this year due to COVID-19 complications and cancellations

## **Discussion.**

- I. New AAIC Chairperson Election (Two-Year term – 2020 Fall to 2022 Spring)
  - i. Nomination: Randy Seitsinger (CEAT) Nominates Jean Van Delinder (GRAD)
    - i. Unanimous vote for Nomination
    - ii. New AAIC Chairperson for Fall 2020 to Spring 2022 – Jean Van Delinder
- II. Assessment funding request follow-up
  - i. 9 programs from 4 colleges have submitted assessment funding requests
    - i. Last month to turn in any requests before website is closed
  - ii. Reminder: not all items requested fit the State Regent requirements for funding
    - i. Work with UAT to adjust items to fit State Regent requirements
  - iii. Suggestion for Associate Deans to be notified of assessment funding requests: Many in agreement

- iv. Suggestion for Associate Deans to be notified of any issues with requests after they have been looked at by UAT and need adjustment (rather than all requests having to go through Associate Deans first): More in favor
- v. Reminder: Now is the time for extension requests regarding Fiscal Year 2020 assessment funds
  - i. The end of June marks the transition to the new fiscal year of 2021
- III. Assessment guidelines/procedures for certificate program – See attachment
  - i. Last month, a draft of certificate definition was sent out to sub-committee for revisions/questions
  - ii. Goal is to create a finalized definition of stand-alone/built-in certificates via sub-committee; this will be further discussed in the coming months
  - iii. Goal is to present final version of document in a fall AAIC meeting
  - iv. Suggested that certificates should not be required to be included in assessment every year, but required at the 5-year assessment marks
  - v. Tom Wikle reminded the group that some certificates can have low to no enrollment, which makes them difficult to assess properly
  - vi. Possibility to create an example that the State Regents can utilize for other universities

**Upcoming Discussion**

**College Updates.**

**Other.**

- I. Ryan Chung – the SSS/SES survey closed two weeks ago with a 36% response rate; should have complete reports in a few weeks/months to present to AAIC group
- II. Bridget Miller – Parent/Guardian survey for Spring 2020 cancelled due to COVID-19 complications and comments that wouldn't fit with previous year's survey results

**Adjourn.** Meeting adjourned at 2:19 p.m

**Handouts:**

- 1. 2020 AAIC February Meeting Minutes
- 2. 2020 AAIC March Meeting Minutes
- 3. Assessment guidelines/procedures for certificate program draft