



# Assessment & Academic Improvement Council Agenda

Minutes

Friday, September 6<sup>th</sup>, 2024 • 1:30pm – 3:00pm • SU Room 460

**Present:** L. Burns, A. Sanogo, J. Weathers (on behalf of T. Lightner), R. Chung, C. Francisco, K. Hickman, C. Ramming, M. Bayles, T. Misener, A. Doust

**Absent:** M. Strothmann

**Guests:** K. Holcomb, K. Loper, M. Sun, K. Hunger, S. Charron

**Call to Order.** Call to order by C. Francisco at 1:36 pm

**Approval of Email Update Minutes:** Motion by M. Bayles / Seconded by A. Sanogo

## Upcoming AAIC meetings

- I. 10/4 (Email update),
- II. 11/1 (Email update – decided via discussion below),
- III. 12/6 (Email update – decided via discussion below),
- IV. 2/7 (In person meeting, 417 Exhibit Room 2 \*note of meeting room change\*)

## Updates

- I. New assessment team member
  - i. Assessment Specialist: Salome Charron
- II. Reminder of POA Reporting Schedule: '23-'24 Report not required for submission at the institutional level
  - i. POA reports will be due at the institutional level in Fall of 2025 to comply with State Regents requirements and as preparation for the HLC Reaffirmation visit in 2026. Colleges/departments can implement their own POA due dates and schedule for the '23-'24 academic year as they see fit.
- III. Assessment Champion for Student Success in Learning Award
  - i. There was a successful vote for endorsement in the May email meeting to continue with the current award guidelines as it would still work with the new POA reporting schedule
  - ii. UAT will send out the nomination information during the week of September 9<sup>th</sup> to all program assessment coordinators with access in Nuventive. Nominations will be due back to UAT by the beginning of October so that the review process can be conducted, and a winner can be selected by mid-October.
- IV. POA follow-up meetings completed
  - i. Meeting completion rate of 77.7% (192 of 247 academic programs, not including certificate programs)
  - ii. Key findings from POA meetings
    - i. K. Hunger described the behind-the-scenes look that UAT was provided through the meetings, the troubleshooting of assessment questions and challenges that took place, and the opportunity for UAT to become more widely available to all programs undergoing program outcomes assessment.
    - ii. M. Bayles asked for clarification on the 55 programs that were not met with. The procedures followed for this initiative were shared, including how not all programs were able to be met with if communication was not returned or a meeting was deemed unnecessary by the program.
- V. Summary update of the Academic Program Review (APR) Pilot
  - i. R. Chung and C. Francisco provided updates regarding the successful pilot implementation of the new APR process. The 2024 APR reports will be shared with the A&M Board of Regents and OSRHE in Fall of 2024.
  - ii. The 2025 APR Cycle is currently underway, and the 2026-2030 APR Cycle lists will be shared with all colleges/programs in the coming months.
- VI. CAGE – New Upcoming Cycle: Civic Engagement
  - i. M. Bayles and K. Hunger presented that Civic Engagement was promoted at the 2024 HLC conference as an area to pay attention to. This cycle will also align well with the Strategic Plan specifics.
  - ii. K. Hickman suggested the importance of connecting the work CAGE will do on this cycle to the Ideal Graduate assessment work happening at an institutional level.
- VII. Update on HLC
  - i. Accreditation steering committee and formation of subcommittees
    - i. Have been formed and are beginning preparation work for the reaffirmation argument. More information will be shared in upcoming meetings as progress is made.
  - ii. HLC QI progress update – will be shared with AAIC in coming months and submitted to HLC in summer of 2025
  - iii. Website – available for all to view and will continue to be updated as needed

## Current Discussion

- I. Dr. Chris Francisco was unanimously voted in as the new AAIC Chair. A motion was made by K. Hickman, seconded by A. Doust.

- II. The question was raised regarding the role and representation of individuals from the Graduate College and Faculty Council in the committee. C. Francisco will follow up with the Graduate College and Faculty Council regarding their desire to serve on the committee and will follow up in future months.
- III. Review meeting schedule:
  - i. It was unanimously decided that the nature of discussion items for the Fall of 2024 will allow for the upcoming meetings to be held via Email Update or Zoom as needed.
  - ii. Moving forward, the first meeting of each semester will be held in person, but then discussion amongst the group will determine the method of meeting through email update, Zoom, or in person for future meetings within the semester.
- IV. College assessment funding request for next year
  - i. Discussion was had regarding how the college assessment funding might be applied in the future to cover college assessment initiatives as well as APR PEP reviewers rather than salaries of assessment individuals.
  - ii. UAT will provide written details to be discussed in an upcoming email update regarding how much colleges should expect to allocate towards APR PEP reviewing procedures starting with this upcoming Spring of 2025. This amount should be factored in for those college's also hoping to apply for funding for other college-based assessment initiatives and keep in mind the maximum amount of funding available to each college.

### **Upcoming Discussion**

- I. UAT is working on a comprehensive update regarding the HLC QI. This will be shared with AAIC and CAGE in the coming months.
- II. OSU Campus Climate Survey Report will be shared after CAGE review and approval.
- III. Addition to the Alumni Survey: Brief section pertaining to OSU services, including Pete's Pet Posse, and their lasting impact at OSU and beyond.
- IV. Review of the Institutional Alumni Survey: Are the questions being asked in the alumni survey still relevant/useful to the college? How might the colleges become more involved in the administration so that the response rates increase?
- V. Program level Student Learning Outcomes posted publicly on the Assessment website for student accessibility and transparency – HLC Reassurance requirement.

### **Other**

- I. IRA informed the group that college-level reports would be sent out on Friday, September 6<sup>th</sup> following the census

### **Adjourn**

Meeting adjourned at 2:39 pm motioned by A. Doust / seconded by A. Sanogo