

Co-Curricular Assessment Committee (CCAC)
Meeting Minutes
October 4, 2018

Members present: Kelli Listenbee, Chad Whatley, Mary Elizabeth Spence, Summer DeProw, Beth Silverthorn, Emily Devereux, Jeanne d’Arc Gomis, Dominique Hallett, Robert Robinette, Katey Provence, Tiffany Johnson, Evette Allen, and Elizabeth Wakefield

Members Absent: Martha Spack, Heather Brake

Proxy: None

Guests: None

- I. Introductions – All members introduced themselves.
- II. April 16, 2018 meeting minutes for your approval – Dominique Hallett’s motioned to approve with the condition that her name be spelled correctly, and Chad Whatley seconded the motion. All approved.
- III. Purpose of CCAC and philosophical basis for student-learning assessment at A-State – The committee reviewed the purpose set forth in 2015-2016. The biggest question for co-curricular areas is, “Where is this information going?” The library has restructured the library based upon assessment data, and has appointed a person to handle all assessment processes. They have a faculty survey out for data relevant to our institution, but also comparative data. Please remind any faculty that you come in contact with about this survey. This is going to run from Monday October 8th, until fall break. This is an indirect measure of student learning in the hopes that if we help the faculty, we can trickle down to helping the students. The multicultural center is using student lead groups to teach about social justice and uses data to make changes inside that group. In student affairs, they aren’t using much data and typically make decisions on an individual departmental basis. Career services used some data indicating that students are unable to communicate verbally to implement some heavy workshops on communication. Student Life asked for an assessment position for their unit, but a decision hasn’t been made at this time.
 - a. How do we record operational goals? Dr. DeProw showed the committee a task stream set up in which the undergraduate studies unit uses task stream to also record operational goals for the unit. Study abroad did some mapping of needs, and decided to create surveys for pre- study abroad, and post student abroad. We created a program evaluation so that we can seek input for the services that students are involved in. This should help us meet the needs of the university as well as look at the learning outcomes. The instrument that we use we took from another university, and it gets at both direct and indirect data. Research has implemented their Create@State program as a yearlong initiative. They used their data to impact Dean’s at the college level. We feel like we are changing how students are engaged with research and creativity. Honors is leading the ambassador’s research, with a pre- and post-survey. Honors had 120 students complete the pre and post surveys. The data will be distributed out to the 15 staff members that are ambassador mentors.

- b. In a couple of meetings Leaving the Den data will be presented to all of you. Be thinking of surveys that you might like to do that are more directed to co-curricular learning and could help implement change better for your unit.
- IV. Review of Goals 2017-18 – We completed all the goals that we set to accomplish last year.
- V. 2018-19 Goals? The committee discussed data on campus and whether we are sharing data across the academic and co-curricular bridges. The idea to share some of the data at the fall faculty conference was mentioned as a way to communicate to other areas in the institution. The committee discussed working with academic areas for their expertise in certain areas like psychometrics and survey writing. As co-curricular units we have training and skills to offer the academic units as well. The committee discussed surveys and how to get better feedback from students and faculty. Faculty are very good at paying attention to data. The committee discussed the reorganization of the co-curricular units and how that may have impacted the mission and purpose of some units. The learning commons are working on consolidating data across all of the tutoring centers on campus to provide a more streamline experience on campus.
- VI. AAC Representative – The A-State Assessment Committee is the only body on campus that bridges all of the assessment efforts on campus. Tiffany Johnson was nominated and accepted. Dominique Hallett also volunteered.
- VII. Meeting called at 11:05 am.

Important Dates

- Co-Curricular Assessment Report Part #1: Assessment findings/data due June 15, 2018 (I know this is old, but I wanted to show all the deadlines for our new members)
- Co-Curricular Assessment Report Part #2: Assessment data conclusions and actions plans due October 15, 2018
- Grant applications are October 31, 2018
- Learn@State is March TBA, 2019