

Program-level Assessment Committee (PAC)
Meeting Minutes
November 19, 2020

Members Present: Jessica Curtis, David Harding, Donald Kennedy, John Williams, Dinah Tetteh, Melodie Philhours, Stacy Walz, Martin Huss, Shelley Gipson, Marika Kyriakos, Kimberley Davis

- I. Welcome – Summer DeProw welcomed the members to the meeting.
- II. September 24, 2020 meeting minutes – Jessica Curtis moved to approve. Martin Huss seconded. All approved.
- III. PAC Sub-Committee Updates
 - a. Assessment Manual – Summer DeProw reported on the first meeting of the Assessment Manual subcommittee and opened the floor for discussion about assessment processes and professional development.
 - b. Leadership Questionnaire – Summer DeProw reported on discussions from the Leadership Questionnaire subcommittee. Melodie Philhours shared information the College of Business’s AI writing software pilot.
 - c. Learn@State – The committee discussed ideas for conducting Learn @ State virtually in the spring.
 - d. Grant – Kevin Hennings reported on the grant awards for the fall semester.
- IV. Return to Learn Fall 2020 Survey Results – Kevin Hennings provided an overview of the Return to Learn survey and answered questions from the committee. Survey reports will be sent upon request.
- V. 2019-2020 Assessment Reporting Update – Mary Elizabeth Spence provided an update on the progress of assessment reporting for 2020.

Coming up! Data and Survey Communication Plan for campus

Important Dates

Annual Assessment Reporting Due Dates:

- 2019-20 Assessment Plan is due by October 15, 2020
- 2019-20 Assessment Findings (Data) is due by October 15, 2020
- 2019-20 Action Plans are due October 15, 2020
- 2018-19 Status Reports are due October 15, 2020

Learn@State

- TBA

Grant Applications

- October 2, 2020
- January 29, 2021