

**PROVOST ADVISORY COMMITTEE *for* LEARNING OUTCOMES ASSESSMENT
(PACLOA)**

**Fall 2017 Meeting
(Bizzell Library – Rm 516)**

**Friday, October 20, 2017
1:30pm – 3:00pm

Minutes

Present: Felix Wao, Kyle Harper, Jihee Hwang, Murray Tabb, Laura Palk, Todd Hubbard, Teresa DeBacker, Austin Hartel, Amy Davenport, Ralph Beliveau, Randa Shehab, Hong Lin, Lisa Portwood, Susannah Livingood, Victoria Sturtevant, Angela Person, Petra Klein.

Connecting via Skype: Jennifer Kisamore and Hollie Mackey.

I. Welcome remarks by Provost Kyle Harper

Provost Harper welcomed the members of the reconstituted PACLOA and thanked them for their service. He spoke of the importance of the assessment process and emphasized the critical role of the Committee in supporting the ongoing institutional efforts to cultivate a culture of assessment of student learning and continuous improvement of academic programs at OU.

II. Review of key responsibilities of PACLOA

Felix presented the overarching charge of the Committee of PACLOA which is to *cultivate a culture of assessment of student learning and continuous improvement of academic programs at OU*.

The reconstituted PACLOA consists of (1) the Institutional Effectiveness and (2) College Assessment Representatives. Members of the **Institutional Effectiveness** arm of PACLOA will assist with review of findings of the annual *OU Student Satisfaction Survey* and proposing institution-wide recommendations for continuous improvement while **College Assessment Representatives** will assist with oversight regarding program assessment process and recommending strategies for boosting faculty buy-in.

College Assessment Representatives shared information regarding the current assessment processes in their respective Colleges whereas members from administrative offices provided information on how their offices support or assist academic units to fulfill their assessment needs.

An overview of the *OU Student Satisfaction Survey* as well as the *National Survey of Student Engagement (NSSE)* both of which are conducted by the Office of Academic Assessment was provided.

III. State of Assessment at OU

Felix gave a brief account of how the current Office of Academic Assessment was established and highlighted some of the previous assessment-related accreditation challenges the institution faced as well as efforts to address those challenges including, but not limited to (1) development of program assessment template to guide academic programs in documentation of assessment process, (2) formation of the initial PACLOA to support assessment activities, (3) the recent purchase of *TracDat* – an online system currently used as the formal repository for all program assessment reports and, (4) the development of *OU Program Assessment Policies* to guide the institutional efforts of systematic documentation of assessment activities in academic programs.

Due to time constraints, the previously planned presentation on “*How are we doing so far... Synthesis of progress of assessment of student learning at the University of Oklahoma*” was postponed till the next meeting.

IV. Cultivating a Culture of Assessment at OU: Recommendation for initiatives/activities

As part of the ongoing efforts to promote a culture of assessment at OU, key activities/initiatives currently undertaken by the Office of Academic Assessment were highlighted. These included course and program level workshops on various assessment topics, individual and group meetings with faculty and active involvement with the state-mandated *Academic Program Review (APR)* process. Members were invited to recommend any initiatives that may help with the ongoing efforts to foster faculty buy-in regarding assessment of student learning.

V. Plans for Future PACLOA Meetings (Frequency of meetings, venues, activities, presentations, etc.).

- a) Generally, members agreed that separate meetings be held by each arm of PACLOA as the agenda items may be group-specific. Additionally, there was consensus that a joint meeting would be held if the agenda items were central to both Institutional Effectiveness members and College Assessment Representatives. It was recommended that:
 - i. One meeting of the College Assessment Representatives be held in February 2018.
 - ii. One meeting of the Institutional Assessment members be held in February 2018.
 - iii. One joint PACLOA meeting be held sometime in March 2018 (prior to Spring Break).
- b) Felix sought the support of the group in planning the 2018 OU Assessment Forum. He added that more information will be provided in the upcoming meetings.

The meeting ended at 3:05pm
Next Meeting: TBD