**Assessment Committee MEETING AGENDA**

**Date**: October 3, 2022| **Time**: 12-1PM | **Location**: ZOOM | **Recorder**: Elizabeth Carney

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|  **COMMITMENTS** |
|  **Date** |  **Who** |  **What** | **Committed To** | **When** |
|  |  |  |  |  |
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|  **­ Topic/Item** | **Facilitator**  | **Allotted Time** | **Key Points Provide 50 words or less on expected outcome** | **Category** |
| **What’s on the agenda this term** | Elizabeth | 5 min | Let’s remind ourselves what we were thinking back in Spring about Fall plans, for both Assessment Committee and the Gen Ed Assessment Subcommittee. | [ ]  Discussion[ ]  Decision[ ]  Advocacy[x]  Information |
| **Faculty survey?** | Elizabeth | 10-15 | The gen ed subcommittee asked us to think about doing a survey or inventory related to assessment lead workload.We might have other questions we want to ask faculty, such as questions about what reporting should look like going forward. What would you like to know? Should we do a survey? | [x]  Discussion[x]  Decision[ ]  Advocacy[ ]  Information |
| **Looking for feedback** | Elizabeth | 25 min | I have two docs--one about faculty roles and responsibilities for assessment and the other a draft of a self-assessment rubric for faculty to evaluate the quality of their assessment process/system. I will email them for you to consider more on your own time, but let’s get started today. | [x]  Discussion[ ]  Decision[ ]  Advocacy[ ]  Information |



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|  **FUTURE AGENDA ITEMS FOR MEETINGS** |
| **Topic/Item** | **Facilitator** | **Key Points Provide 50 words or less on expected outcome** | **Category** |
|  |   |  | [ ]  Discussion[ ]  Decision[ ]  Advocacy[ ]  Information |
|  **Upcoming Meeting Dates** | **Start Time** | **End time** |  **Location**  |
| Oct 17, Oct 31, Nov 14, Nov 28 | 12:00 | 1:00 | Zoom |
| **MEMBERS** | Jennifer Bown, Elizabeth Carney, April Chastain, Jil Freeman, Jason Kovac, Kelly Mercer, Dave Mount, Lisa Nielson, Russel Pasewald, Lisa Reynolds, Ashley Sears, Yvonne Smith, Mary Jean Williams **Start time Location**  |