**Assessment Committee MEETING AGENDA**

**Date**: October 17, 2022| **Time**: 12-1PM | **Location**: ZOOM | **Recorder**: Elizabeth Carney

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| **COMMITMENTS** | | | | | | | | |
| **Date** | **Who** | **What** | | | **Committed To** | | **When** | |
| 10/3/22 | committee |  | | | Review faculty roles and responsibilities document and be ready to provide feedback and thoughts about committee approving the document. [Here](https://docs.google.com/document/d/1Y96X1dNPKCLqwkLKu1Zglv5rZoz3bbw518A0uioSlhc/edit?usp=sharing) is the document. | | By 10/17/22 | |
|  | | | | | | | | |
| **­ Topic/Item** | | | **Facilitator** | **Allotted Time** | | **Key Points Provide 50 words or less on expected outcome** | | **Category** |
| **Updates** | | | Elizabeth | 5 min | |  | | Discussion  Decision  Advocacy  Information |
| **Faculty roles and responsibilities document** | | | Elizabeth | 10-20 min | | Discussion on/feedback on document about faculty roles and responsibilities for assessment. Do we want to approve this doc as a committee? [Here](https://docs.google.com/document/d/1Y96X1dNPKCLqwkLKu1Zglv5rZoz3bbw518A0uioSlhc/edit?usp=sharing) is the document. | | Discussion  Decision  Advocacy  Information |
| **Committee membership** | | | Elizabeth | 5-10 min | | We have some gaps to fill. | | Discussion  Decision  Advocacy  Information |
| **“Homework” for our next meeting** | | | Elizabeth | 5 min | | I’m going to ask you to review a draft I created of a self-assessment rubric for faculty to evaluate the quality of their assessment process/system. Review by our next meeting. I’ll explain the feedback I’m looking for. | | 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 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** | | | |