**Assessment Committee MEETING AGENDA**

**Date**: November 28, 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** |
| Accreditation next steps | Elizabeth | 5-10 min | Timeline/plans for finishing the report (due Feb. 6) and prepping for the evaluation visit (April 3-5)What sort of prep, questions, concerns come to mind regarding the visit? | [ ]  Discussion[ ]  Decision[ ]  Advocacy[x]  Information |
| **Review accreditation report draft** | Elizabeth | 30-45 min | Discuss the Year Seven accreditation report current draft, [online here](https://docs.google.com/document/d/1KQJ-y3yrPkS2aK5oJj7SMbTnWTJtkfe1csM3ChfFK9I/edit?usp=sharing). We also have a progress report on related instruction assessment, [online here](https://docs.google.com/document/d/19xQFmY-3iia9pBQQqyEMJ4KrbcNh0G4LpoEZWMOpqbk/edit?usp=sharing). Notes about reviewing (provided ahead of the meeting):* For the main Year Seven report, we’ll discuss Standards 1.C.2 through 1.C.7 (see the table of contents—you can hover and click right to that place in the document).
* Don’t worry overmuch about wordsmithing at this point. The feedback I’m looking for at this stage is more about “this concept feels underdeveloped,” and less about word choice and punctuation.
* The [rubrics from the NWCCU Accreditation Handbook](https://drive.google.com/file/d/1PqzDeiwMYAaTFc-ll5mP27bVGyW8lClu/view?usp=share_link) may be a useful reference point, in identifying what (if any) concepts need additional oomph in our draft. I’ve attached those excerpted pages from the Handbook to this email.
* Please use “Insert a Comment” to leave your feedback, or use the Google Doc “Suggesting” mode to add new language within the draft itself.

Discussion Questions:* What seems effective?
* What could be improved?
* Questions? Points of confusion?
 | [x]  Discussion[x]  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**  |
|  | 12:00 | 1:00 | Zoom |
| **MEMBERS** | Jennifer Bown, Elizabeth Carney, April Chastain, Jil Freeman, Jason Kovac, Kelly Mercer, Dave Mount, Lisa Nielson, Lisa Reynolds, Ashley Sears, Yvonne Smith, Mary Jean Williams **Start time Location**  |