**Assessment Committee MEETING AGENDA**

**Date**: January 27, 2025| **Time**: 12-12:50PM | **Location**: ZOOM | **Recorder**: Elizabeth Carney

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| **­ Topic/Item** | **Facilitator** | **Allotted Time** | **Short Description of Topic and Task** | **Category** |
| **Updates** | Elizabeth | 5-10 min | Space for any updates/sharing | Discussion  Decision  Advocacy  Information |
| **Explore how to revise the report and plan templates for the new two-year reporting cycle PART 2** | Elizabeth | 40 min | At the last meeting we reviewed the report template, noting what should stay and what needs to be changed. Today we’ll review the plan template. *Second verse, same as the first!* | Discussion  Decision  Advocacy  Information |



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| **FUTURE AGENDA ITEMS FOR MEETINGS** | | | | |
| **Topic/Item** | **Facilitator** | **Short Description of Topic and Task** | | **Category** |
|  |  |  | | Discussion  Decision  Advocacy  Information |
| **Upcoming Meeting Dates** | **Start Time** | **End time** | **Location** | |
| Feb 10, Feb 24 |  |  |  | |
| **MEMBERS** | Martha Bailey, Elizabeth Carney, Becky Ellison, Jil Freeman, Erin Gravelle, Kelly Mercer, Stephanie Murphy, Lisa Nielson, Lisa Reynolds, Ashley Sears, Yvonne Smith, Aundrea Snitker, Steven Soll, Amy Warren **Start time Location** | | | |