Student Academic Assessment Team Agenda
March 14, 2022
River Room
3:00-3:30 (adjourned early)

Chair: (Who)

Roll Call:

x	Mindy Ashby		Darci Cather	x	Connie McGinnis
x	Amanda Hannan		Ian Nicolaides	x	Judith Dollins
x	Dr. April Teske	x	Jamie Hickam	x	Dr. Ryan Thornsberry
x	Carrie Davis	x	Dr. Kristin Shelby	x	Dr. Greg Mason
x	Christina Faulkner		Mike McNally	x	Chevis Thompson

Agenda Items:

I. Call to Order

II. Approve Minutes of February 28, 2022
Change spelling of Mandy's last name to Hannan. Connie motioned to approve. Carrie made the second. All voted to approve.

III. Additions to the Agenda
The agenda was amended to adjourn early to accommodate come schedule conflicts. Today, we will cover webpage updates and questions on the alignment matrix sent by Dr. Teske in order move forward with developing the action plan.

IV. Items for Discussion

- **Group Assignment Follow-Up (Review of webpage work)**
  Dr. Thornsberry asked for clarification about the General Education Assessment page. The bullet points are the "snapshots" from the acceptable and exemplary levels to give viewers an idea of what behaviors we expect. Dr. Teske summarized those levels to

create the bullet points, but seeks input from the group. The actual rubrics are found under forms. However, we can link to those from this General Education page. He pointed out the verbs under Oral Communication need to be consistent. Dr. Teske will fix those.

Dr. Teske clarified that she volunteered to get us started by doing the initial set up of each of the pages by copying and pasting sections from the Student Academic Assessment Plan. She has asked for feedback from the group about any changes that should be made. Other than the feedback from Dr. Thornsberry about the verbs and the origination of the bulleted descriptors, there has been no additional feedback. If anyone else has suggestions for improvement or corrections, please put those on our agenda.

Dr. Shelby, Mandy, and April (Program Assessment page) have a meeting scheduled with Jonathan to set up their page.

Action Item: All groups should have updates completed to share with the committee on March 28.

- **Review Alignment Matrix and how it can inform the action plan/calendar**

  Dr. Teske reviewed the creation of the matrix and how to read it/interpret it. There was discussion about doing a half day retreat to create the action plan/calendar. A Thursday afternoon seems to work for the committee. We can plan for a working lunch so we can get started around noon.

  Action Item: Mindy, Mike, VP Cather, and Dr. Teske meet next week and will select a Thursday afternoon. A calendar invitation will be sent out to the committee.

V. New Business

Jamie shared a tracking system she is using to track the students' success and help them plan.

Adjournment

Mandy made a motion to adjourn. Jamie made the second. Adjourned at 3:30.