**Meeting Minutes: December 13, 2023**

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**Assessment Committee Meeting**

**3:00 pm – 3:30 pm**

**Meeting Start: 3:01pm Attendees:** Becky Hall, Jerry Wilcox, Elise Budnick, Jennifer Ort, Julie Perrelli, Kylie Moody, Antonia Ferman

**Location: Webex**

1. Accept minutes: October 25 & November 29, 2023
	* Motion- Jerry, Second- Becky
	* Minutes approved (7) yes (0) abstain (0) reject
2. There is a committee on committee’s subcommittee proposal in the Senate being shared today that eliminates our committee. Jennifer expressed the importance of this committee and faculty input and indicated she would attend Senate today.
	* This is driven by some comments from NECHE, but the report is not in yet.
3. Old Business- deferred to next meeting to allow faculty to attend Senate Meeting
	* Motion to defer- Jennifer
	* Second- Antonia
		1. Submitted reports – assessment review plan.
		2. CELT training
		3. Faculty survey
		4. Assessment spotlights
		5. Subcommittee Assessment visit
		6. Plan for assessment inquiry

Update from faculty department meetings.

1. Becky and Antonia shared their notes from the department meetings. Notes are available in our Committee folders. Truman provided his notes and comments regarding the department meetings for committee review.

Next meeting – January 31

**Meeting Ajourned: 3:30 pm**