**Minutes: February 28, 2024**

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**Assessment Committee Meeting**

**Location: Webex**

**Meeting Start: 3:00 pm**

**Attendance: Jennifer Ort, Elise Budnick, Jerry Wilcox, Truman Keys (3:32pm)**

1. Accept minutes: December 13, 2023- minutes were not accepted as we did not have quorum.
2. Old Business was tabled for a later meeting.
   * 1. Submitted reports – assessment review plan.
     2. CELT training
     3. Faculty survey
     4. Assessment spotlights
     5. Subcommittee Assessment visits
     6. Plan for assessment inquiry
     7. Update re: assessment
     8. Confirm future schedule
3. New Business
   * 1. Release time- we discussed the status of the chair’s release time on this committee. The bylaws designate release time and therefore currently the chair is still receiving those credits. Release time may not be renewed if there is a full-time person in Institutional Effectiveness and Planning Office in the Fall
     2. Plan on moving forward.
        1. We need to stay in the discussion of how our student’s data is used to make decisions.
        2. Jerry said he felt we should not make any hasty decisions. The university governance should not be rushed and should include the opinions of those who have served on the committees that are planned for dissolution.
           1. Jennifer commented on and underscored this sentiment.
        3. Antonia stated that she feels faculty involvement in the assessment process in crucial for getting faculty by in. Faculty by in will help the person in the full-time role.
        4. Jennifer will make an appointment to speak to John to get his thoughts on how we can work together to work towards institutional advancement.
4. Next meeting – March 27, 2024

Meeting adjourned at 3:26p,